



MDS 2026

International Congress of Parkinson's Disease and Movement Disorders[®]

COEX – Seoul,
Korea 🇰🇷

04th – 08th October 2026

SHIPPING GUIDELINES

All inquiries to:

Interflow Logistics Limited
Tel: +353 1 685 3845

PROJECT MANAGERS:

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INTRODUCTION

There will be a strict handling schedule in place to ensure that all goods will be handled to and from the stand within a set time frame. Exhibitors and stand builders will need to apply to Interflow for clearance / unloading / delivery slots prior to the event. Delays will occur for anyone attempting to deliver without a timeslot.

1. KEY DATES & ARRIVAL DEADLINES

KEY DATES	Show dates	October 04 th October 05 th October 06 th October 07 th October 08 th
	Build up Exhibit Hall D	October 02 nd (08:00–20:00h) <i>All paid exhibitors (standalone and in-line)</i> October 03 rd (08:00h–20:00h) <i>All paid exhibitors + nonprofit tabletops</i>
	Breakdown Exhibit Hall D	October 07 th (16:00–20:00) October 08 th (08:00h–12:00h)
	Order deadline for onsite/clearance services only:	September 11th, 2026

ARRIVAL DEADLINES	port/airport/terminal	goods must be received by latest!
Airfreight	Incheon (ICN)	September 21 st , 2026
Oceanfreight	Incheon Sea Port	September 18 th , 2026
Shipments warehouse	Warehouse address	September 25 th , 2026

Please note that September 24–26 are national holidays in Korea.

Shipping / order timeline for full service requests incl. transport:

	Special goods (require permission)*		Regular goods	
				
Place inquiry	until July 08 th	until Sep. 02 nd	until July 15 th	until Sep. 07 th
Pick up at sender	~ July 24 th	~ Sep. 14 th	~ July 24 th	~ Sep. 14 th
Arrival in Korea	until Sep. 18 th	until Sep. 21 st	until Sep. 18 th	until Sep. 21 st

* Please contact Interflow to check if "special goods" apply for your shipment.

2. INTERNATIONAL SHIPMENTS VIA WAREHOUSE

All shipments will be handled through an advanced warehouse. Upon arrival, we will securely receive your goods and deliver them directly to your stand at the exact date and time you specify. Please refer to the official tariff for applicable service charges. The warehouse delivery address will be communicated upon request.

Obs.: Please pack and clarify Temporary Items separately from Permanent Items

3. SHIPPING INSTRUCTIONS

(AIRFREIGHT – ICN AIRPORT or OCEANFREIGHT – INCHEON Port)

3.1 TEMPORARY GOODS under Bond

Consignee:

EXHIBITOR COMPANY FULL NAME

C/O : MDS 2026

DATE: Oct. 04-08, 2026 VENUE: COEX

Notify:

KEMI-LEE CO., LTD.

RM 315, Seouforest IT Valley, 77

Seongsuil-ro, Seongdong-gu, Seoul, Korea 04970

TEL : +82 2 565 3400

ATTN. : MR. Brandon

Email: brandon@kemi-lee.co.kr

Description of goods:

One of actual item name

3.2 PERMANENT GOODS under CIPL & ATA Carnet

Consignee:

KEMI-LEE CO., LTD.

RM 315, Seouforest IT Valley, 77

Seongsuil-ro, Seongdong-gu, Seoul, Korea 04970

TEL : +82 2 565 3400

ATTN. : MR. Brandon

Email: brandon@kemi-lee.co.kr

Notify:

MDS Conference 2026

C/O : Exhibitor's name

Description of goods:

One of actual item name

Valid for all modes of Import:

Please note:

- All freight must be **shipped on PRE-PAID** basis and **amount of freight clearly shown on the body of AWB/BL**.
- Freight **"AS AGREED" is not acceptable**.
- The **term "Exhibition goods"** on freight documents is **not accepted**, please specify one of each goods clearly
- **ONLY DIRECT AWB – NO HOUSE**
- **Pack** temporary (TEMP) items and permanent (PERM) items **in separate boxes**. Avoid mixing them together.
- **Clearly label each box** with a distinct number (e.g., no.1, no.2, etc.).
- Inform us which box numbers contain TEMP items and which ones contain PERM Items if you ship together
- Provide the total gross weight of all TEMP boxes.
- Provide the total gross weight of all PERM boxes.

Obs.

- **Separate Imports:** Permanent and temporary goods must be packed separately and declared separately.
- **Import License:** May be required depending on packaging and/or goods; send invoice in advance to check.
- **Invoice Language:** Must be in English
- **ATA Carnet:** **Highly recommended** for temporary Imports
- **Invoice Submission:** Provide 2 original sets with AWB/BL.
- **AWB Requirements:** Include "For Consignee" page in pouch with original invoice.
- **Declared Values:** Must be realistic; authorities may challenge undervalued invoices.
- **Customs Inspection:** Each shipment is inspected per invoice; discrepancies may cause delays, fines, or seizure.
- **Missing or incomplete labelling** may lead to additional delays, fines or seizures

4. DOCUMENTS AND SPECIAL REQUIREMENTS

- ✓ 2 copy of Commercial Invoice & Packing List in original (English)
- ✓ 1 copy of Original B-L / AWB
- ✓ 1 copy of Insurance Policy (if insured)
- ✓ 1 copy of container / consolidation manifest (if applicable)
- ✓ 1 copy of sanitary certificate for food shipments (if applicable)
- ✓ 1 copy of Import license for special shipments (if applicable)

5. PACKAGING

Shipments arriving by **ocean freight or airfreight** the packaging details should be followed:

Marking

Please mark each case the following way:

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Company/Exhibitor:

Hall / Stand No:

Case No: of i.e. 1/5 of 5/5

Dimension: CM x CM x CM

Gross Weight: KG

Net Weight: KG

We recommend to mark each side of the case with above mentioned text.

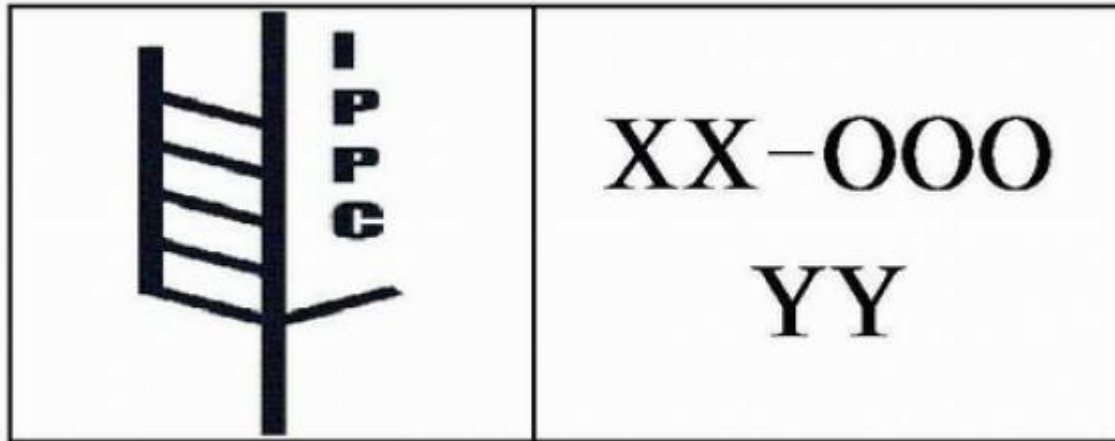
Additional remarks for permanent shipments:

- All items must have an origin label (e.g., "Made in [Country]").
- Any items for distribution must include labels such as "Sample" or "Not for Sale."
- Unlabeled items may require labeling during customs inspections, leading to additional costs and delays.
- A penalty of min. 10% of CIF value may apply for incomplete labeling

For both air- or ocean freight it is mandatory to inform on the B/L or AWB if the wooden packaging is:

- Wooden Packing: Processed Wood;
- Wooden Packing: Treated and Certified
- Wooden Packing: Not Treated and not Certified.
- Wooden Packing: Not Applicable

IN ORDER TO AVOID PROBLEMS WITH AGRICULTURE AUTHORITIES WE STRONGLY RECOMMEND USING PLASTIC PALLETS OR TREATED WOODEN AND WHICH SHOWS THE IPPC MARK.



IMPORTANT NOTE: PLEASE MAKE SURE ALL SHIPMENTS (AIR AND OCEAN) ARE WEIGHED AND WEIGHT FIGURES DECLARED ON EXPORT DOCUMENTS MATCH WITH ACTUAL WEIGHT.

6. CUSTOMS

Please pay attention to the following points to complete your invoice as per Customs requirements: For temporary or final customs clearance, please provide the following documents (copies are needed in advance, along with your booking):

- ✓ Bill of Lading (B/L), AWB, Express Courier waybill
- ✓ Commercial or Proforma Invoice as well as Packing List and EORI number/Customs Number, power of attorney
- ✓ If applicable: Certificate of Origin, EUR.1, A.TR, Fumigation Certificate, DGR Cert, Import License

The Invoice must contain following information:

- ✓ Name of the Exhibition, Location as well as Hall and Booth No.
- ✓ Shipper and Consignee Address
- ✓ Detailed description of the goods (incl. serial and model number/s)
- ✓ VERY IMPORTANT: Customs codes / H.S. numbers
- ✓ Value per every single item as well as total value
- ✓ Shipping term: DAP OR DDP Seoul, Korea
- ✓ Country of origin or manufacture
- ✓ Number of pieces, dimensions, net and gross weight per item as well as total
- ✓ Place, Date, Signature and Stamp
- ✓ Please categorize the goods

Please obs.:

Temporary admission bond terms are usually authorized by customs for the event period and can only be extended in exceptional cases – the Items must be re-exported just after the event. Therefore, if by any chance, exhibitor knows ahead of time goods will take part of private

show, presentation or testing events please make sure to contact us before shipping cargo to Korea for further instructions.

7. COURIER SHIPMENTS

We strongly recommend to not shipping anything by courier services (UPS; TNT, FedEx, DHL etc.). Neither Interflow nor the show organizer is responsible for possible problems if you use courier services.

When sending shipments using courier services, please adhere to the following guidelines:

Shipping Address:

Company Name: KEMI-LEE CO., LTD.

Receiver: Brandon Kang.

Tel No: +82-2-565-3400

Address: Rm 315 Seoulforest IT Valley, 77, Seongsuil-ro, Seongdong-gu,

City: Seoul

Country: S.Korea

Postal code: 04790

Important Notes

- All shipments must be sent under DDP (Delivered Duty Paid) terms, meaning freight, duty and tax should be prepaid by the shipper.
- If any duty and tax are incurred by us, they will be added to our invoice handling with an additional 20% service charge.
- Please note that Interflow and involved Agents holds no responsibility for customs clearance, as courier companies handle the importation process.
- Please provide an item list so we can pre-check with our customs broker to see whether your items are eligible for permanent entry.
- If any restricted item is included, the entire shipment may be returned
- If any problems occur the shipment may not be delivered in time to the show

Labeling on Each Box

Show Name: MDS 2026

Exhibitor Name:

Hall No. / Booth No.:

Contact Information:

Deadline for courier shipments

- Shipments must arrive at our office no later than 10 days prior to the target delivery date
- Please consider that customs clearance typically takes 2–3 days when planning your shipment.

Remark:

- Before shipping, please inform us in advance about the upcoming shipment.

8. POA for Customs clearance

For all shipments coming into Korea, whether under temporary or permanent basis, a Customs **Power of Attorney will be required** to perform clearance on your behalf. This document must be issued on exhibitor's company letterhead, signed and sent out together with shipping documents.

The Template will be sent upon request.

9. EMPTY CASE STORAGE

For public safety and security of exhibits the first 1 hour of the dismantle period will be dedicated to the return of the empty crates and tools by Interflow Logistics ONLY. During this period no other cargo, crates or equipment will be allowed inside the halls. If you need empty case storage please contact Interflow.

10. TRANSPORT INSURANCE

We strongly recommend covering your consignments with a full comprehensive insurance policy, which covers all risks of the inward movement, the full tenancy period and the return shipment directly from your country to Korea and vice versa.

11. ON-SITE HANDLING TARIFF

The official tariff is available on request. Unless freight is routed via one of our appointed agents, we will require payment off all charges, as advised by us, prior to the start of the exhibition. Personal or foreign cheques are not acceptable. Settlement can be made by either bank-transfer or MasterCard/VISA. **Please make your order before the above-mentioned deadline. After the deadline a 30% late booking fee will be applied.**

12. GENERAL CONDITIONS / GENERAL INFORMATION

All exhibitors, who intend to leave the exhibition site before the closing of the show and who leave their exhibits on the exhibition stand, do so at their own risk. Our responsibility ends with delivery of the consignment or empties to the exhibitor's stand or as close as possible, even if the exhibitor or his representative are not present. For return transport our responsibility begins with collection from the stand even if the transport documents were handed over to the forwarder before. For the period between delivery and collection at the booth, the exhibitor takes full responsibility for the exhibits.

All rates are subject to 23% VAT where applicable.

The empty storage service is only intended for empty packing materials. Interflow will not be responsible for the damage or loss of any material and/or goods left inside.

Rates in our official tariff are for shipments handled in accordance with our shipping instruction and deadlines. Interflow is not responsible for goods left unattended at the stand at the closing of the event. Third party charges, demurrage, detention or storage charges, incurred for reasons beyond our control will be billed as per outlay + 10%.

YOUR LOGISTICS PARTNER FOR MDS 2026