

DSV

INTERNATIONAL SHIPPING INSTRUCTIONS

7
YEARS
5



ICA

2  **25**

ANNUAL CONFERENCE – DENVER, COLORADO
HYATT REGENCY & GRAND HYATT
12-16 JUNE



DSV Fairs & Events has been appointed by show management as the **Official International Freight Forwarder and Customs Broker** for the **75TH ANNUAL ICA CONFERENCE 2025**.

It's time to plan your shipping, so let our exposition freight experts assist you with all of your international transportation needs, including:

- Shipping of international exhibits to the show
- Customs clearance procedures
- Delivering your cargo to the appointed site handling contractor
- Re-exporting your freight at the conclusion of the show.

Please **[CLICK HERE](#)** to request a quotation for our services.



DSV Fairs & Events, Solutions USA

www.dsv.com

Contact: Pat Vidal

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LCL OCEAN
INTO
DENVER
TERMINAL



Freight for **advance warehouse delivery** should arrive by **May 9th**



Freight for **direct to show delivery** should arrive **21 days** before assigned target move-in date

FCL OCEAN
INTO
DENVER
RAIL PORT



Freight for **advance warehouse delivery** should arrive by **May 16th**



Freight for **direct to show delivery** should arrive **14 days** before assigned target move-in date

AIR
FREIGHT
INTO
DENVER
(DEN)



Freight for **advance warehouse delivery** should arrive by **May 23rd**



Freight for **direct to show delivery** should arrive **10 days** before assigned target move-in date

- Hyatt Regency Denver
- 650 15th Street
- Denver, CO 80202 USA

Consignee



- *“Exhibitor Name”* / Booth No. _____
- ICA 2025
- c/o DSV Fairs & Events
- E-mail: US-Exhibitions@dsv.com
- Office: + 1 786 577 6750

Notify



- *“Exhibiting Company Name”*
- c/o ICA 2025
- Booth No. _____
- Hyatt Regency Denver
- Denver, CO USA
- Made in (country of origin)

Marks



To find a local *DSV Fairs & Events* agent office in your country please [CLICK HERE](#)

If you only require services from the US arrival air/port, then [CONTACT US](#) prior to shipping for handling and coordination

Please [CLICK HERE](#) for information on shipping documents and instructions (ex - pre alert, ISF form, commercial invoice & packing list, Customs POA and other gov't agency forms)

NOTIFICATION - Notify *DSV Fairs & Events* with the details of your shipment before it departs the origin country

INSURANCE – Take out adequate insurance to cover the value of your exhibit to and from the show before you ship

Pre Alert Requirements
for Air Freight

Pre Alert Requirements
for Sea Freight

Pre Alert Form

ISF Guidelines and Notes

ISF Worksheet

Commercial Invoice
& Packing List Form

Customs POA Form

POA Non-Resident Form

Customs Form 5106

Re-export FPPI - Power of
Attorney for Foreign
Principle Party in Interest

Textile Declaration Form

Textile Manufacturer Form

Toxic Substances
Control Act Form (TSCA)

Lacey Act Form

- Pre Alert requirement documents are basic guides for which documents are required for air and ocean shipments, and details on specific items that require additional documentation.
- Pre Alert form is your instructions page to us on how to handle the shipment.
- ISF guidelines are notes on what is required to complete an Importer Security Filing for your ocean shipment, along with the blank ISF form.
- Commercial Invoice and Packing List (CIPL)
- Contact DSV Fairs & Events for the correct Customs POA Form, Non-Resident Form and Form 5106 for your shipment.
- Re-export FPPI Power of Attorney is required for ALL shipments that are being re-exported after the show / exhibition.
- Textile Declaration form and manufacturer form are both required for any shipment that contains any textile items.
- TSCA form is required for any shipment that contains a chemical. The TSCA form is required for all shipments that contain pens.
- Lacey Act form is required for any product that is made of wood.

[CONTACT DSV F&E USA FOR BLANK DOCUMENTS](#)

DSV Fairs & Events is here to make international shipping easy. Contact us today to get started!

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DSV Fairs & Events, Solutions USA

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Please **[CLICK HERE](#)** to request a quotation for our services.



DSV Fairs & Events has an agent office in most countries. If you do not see your country listed below, then please contact DSV F&E USA, so that we can provide local contact info.

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