

Delivery & Pick-Up

Quick delivery guide for original products:

- 1 **Shipment from outside the EU:** Do you have an **EORI number**?
If not, please request one at the German Customs Authority! This identification number is necessary to import into the EU and has to be requested only once. It can be used again for any future shipments into the EU.
- 2 Please get a transport and exhibiton **insurance**.
The German Design Council and its contractors handle your products with utmost care. Nevertheless, your project could get damaged during the shipping or assembly.
- 3 Please mark your projects and packaging with your **project ID**: GDA2022-XXXXX.
- 4 Please **send your project delivered duty paid** with a shipping company of your choice. Please take care of the **customs clearance process** and provide all necessary documents, e.g. a proforma invoice.
- 5 **Deliver successfully** to our logistics partner Sempex and in time for the jury meeting!

Important Facts and Dates

Dates

» Registration for EORI number	until 05 July 2021
» Delivery of project size S & M to Sempex	05 July 2021 to 17 September 2021, Monday to Friday, 9:00 a.m. to 4:00 p.m.
» Delivery and self assembly of project size L & XL	27 and 28 September 2021, 9:00 a.m. to 4:00 p.m.
» Delivery of vehicles	29 September 2021, 9:00 a.m. to 4:00 p.m.
» Jury meeting	30 September and 01 October 2021
» Pick-up of vehicles	01 October 2021, 4:00 p.m. to 6:00 p.m.
» Pick-up and self dismanteling of project size L & XL	04 October 2021, 9:00 a.m. to 4:00 p.m. and 05 October 2021, 9:00 a.m. to 11:00 a.m.
» Pick-up of project size S & M at Sempex	11 October 2021 to 22 October 2021, Monday to Friday, 9:00 a.m. to 4:00 p.m.

Shipping and pick-up address

Project size S & M:

Sempex Deutschland GmbH
GDA2022 / Project ID (Please always specify!)
Wurzelstraße 2
D - 60327 Frankfurt am Main

Project size L & XL and vehicles:

Messe Frankfurt
Halle 4.0 (Arrival via gate 1)
GDA2022 / Project ID (Please always specify!)
Ludwig-Erhard-Anlage 1
D - 60327 Frankfurt am Main

Delivery & Pick-Up

Notes on the size categories

- » Size S: Length/width/height of the project each up to 1 m and up to 20 kg
- » Size M: Length/width/height of the project each up to 2 m and up to 100 kg
- » Size L: Length/width/height of the project each up to 3 m and up to 200 kg
- » Size XL: Length/width/height of the project each over 3 m and over 200 kg

Delivery Notes

- » The German Design Council is not responsible for damages that occur during assembly and disassembly unless instructed otherwise.
- » The projects are to be delivered in **reusable and transport-safe packaging** for return shipment.
- » If a **forklift truck** is required for unloading, it can be ordered fee-based in advance using the forms at »My Design Council«. If a forklift truck is required for unloading without ordering beforehand, the costs incurred will be invoiced to the submitter.
- » If it is necessary to **store packaging material** (self-assembly) during the jury meeting, this will be charged in the amount of EUR 60.00 per cm³. Storage can be ordered at the time of delivery.
- » **Category Lighting:**
The products must be functional for the jury meeting, with a Euro plug, a power cable (min. 3m), battery or accumulator and be designed for use with 230 V power. If any additional work (e.g. plug replacement, current transformer, etc.) is required for the presentation at the jury meeting, the submitter accepts any costs that may be incurred. The costs will be charged afterwards.
- » **Category Bicycles and E-bikes:**
The products have to be functional for the jury meeting and must be equipped with a bicycle stand or delivered with a separate bicycle stand.

Pick-Up Notes

- » The person collecting the project must be able to identify themselves and specify the project ID.
- » **Request return shipment:** Please use the return form to request the return shipment from our logistics partner.
- » **Disposal:** The project will be disposed of at your request.
- » **Size S & M:**
Contributions that have not been collected by the participants within the specified period will be accepted at the maximum ten working days and then removed without exception. The storage costs in the amount of EUR 40.00 per day and per submission, as well as possible removal costs (depending on the effort) will be charged to the participant.
- » **Size L & XL:**
Contributions that have not been collected by the participants within the specified period will be disposed. The removal costs (depending on the effort) will be charged to the participant.
- » **Vehicles:**
Vehicles that have not been picked up by the participants within this period will be removed for a fee.

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Delivery - Digital Upload

Upload

The data from the upload will be presented digitally to the jury.

All files must be received by the German Design Council by 17 September 2021. The link to the upload has been sent to you with the confirmation mail.

Eligible files:

- » All files must be compressed into one zip file, max 50 MB
- » Submission of images: 4-5 images per submission, JPEG, 300 dpi, Din A4, CMYK
- » Submission of a video: max 120 seconds, mp4 format
- » Submission of a presentation: PDF file (no Powerpoint!), max 10 pages
- » All files must be clearly marked with the project ID

Apps

The apps will be presented to the jury digitally on the corresponding devices.

The link to the app has already been provided during registration. All files must be received by the German Design Council by 17 September 2021.

The app must be fully testable (without any limitations). If the app is not available for download (free of charge) in Germany, the submitter will provide a full trial version ready.

Website

The website will be presented digitally to the jury.

The website link was uploaded by you during the submission process. All files must be received by the German Design Council by 17 September 2021. There should be an English version of the website available.