



12th FENNOSCANDIAN EXPLORATION AND MINING

29 - 31 October 2019 • Levi • Lapland • Finland
Congress & Exhibition Centre Levi Summit • femconference.fi

FEM 2019 TRADE SHOW HOW TO SEND YOUR BOOTH MATERIALS BACK

Suomen Messulogistiikka Oy (SMLog) is the official logistic partner of FEM 2019.
SMLog will handle all material logistics during FEM 2019.

SMLog contact person: Erkki Koski, tel. +358 40 546 9555, email: erkki.koski@smlog.fi

If you have pre-ordered return transportation through SMLog

Just follow the instructions sent to you by SMLog.

If you have not ordered any return transportation and want to do it now

No problem, just contact SMLog by e-mail: info@smlog.fi by **Thursday October 31st 12:00** and you will be instructed how to proceed.

If you have pre-ordered return transportation from another company (with pick-up from Levi, by October 31st 13:00)

- Inform the transportation company the following pick-up address:
Hotel Levi Panorama
Tunturitie 205
99130 Levi, Finland
Tel. +358 40 546 9555 (Mr. Erkki Koski)
- You must inform SMLog **by Thursday October 31st 12:00** that you have pre-ordered transportation from another company. They will check that there still is storage space available for your shipment.
- Pack your materials in boxes/containers and mark them clearly with your return address **by Thursday October 31st by 19:30**. Leave the boxes/containers in your booth.
- Provide SMLog with all the transportation documents and the following information
 - company name and booth number
 - name of company handling your material transportation
 - number of boxes/containers (measures and weight)
 - date and time of agreed pick-up
- Please note that SMLog will take your materials from your booth to the hotel storage room.

If you have not ordered any return transportation and the materials are left in your booth

- All materials found in the exhibition area after **Thursday October 31st by 19:30** without any information of return transportation, will be removed from the booth by SMLog and taken to SMLog warehouse in Espoo.
- Transportation costs will be charged from the exhibitor.
- Materials will be ready for pick-up from the SMLog warehouse in Espoo starting on Tuesday November 5th at the following address: Suomen Messulogistiikka Oy, Sinimäentie 6, 02630 Espoo (Finland)

Please, be informed that all Suomen Messulogistiikka services are chargeable to the exhibitor.