



## Organizzazione Trasporti Internazionali e Marittimi SpA

O.T.I.M. SpA  
I - 20159 MILANO - Via Porro Lambertenghi, 9  
Tel. + 39 02 69912.1  
Fax + 39 02 69912.245  
E-Mail: otim@otim.it



Cap.soc i.v. € 1.000.000  
C.f./P.Iva IT 00744840158  
Reg. Imp. di Milano 00744840158  
R.E.A. Milano 371602  
Albo Spedizionieri Ruoli/Sp 67/213  
Num. Mecc. MI025631

## Credit Card Authorization Form

Select One      

Today's Date \_\_\_\_\_ Estimate completed by: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

Cardholder's Billing Address: \_\_\_\_\_

Cardholder's Billing City: \_\_\_\_\_

Country, State; Zip Code: \_\_\_\_\_

### Notice to cardholder: Please read before Signing

Cardholder agrees that his/her signature on this form constitutes his/her "signature on file" and become his/her agreement to pay/guarantee all charges referring to unloading/reloading, handling on site, handling and storage of empties, custom clearance, transportation, duty & vat. The cardholder authorize OTIM SPA to charge all such items to the identified account cardholder.

In the case the operations have to be paid by a third party OTIM SPA will keep the credit card details as a guarantee of the payment by the third party, OTIM SPA, will charge the Credit Card if payment will not be received by the third party within 15 days.

### Additional Supplemental Expenses:

The cardholder hereby authorize the following estimated, additional expenses.

Unloading/reloading, handling & storage of the empties, custom clearances due to changes in customs status, Duty, Taxes, Customs inspections, Custom penalties, driver waiting charges, overtime surcharges, changes due to increase / decrease of weight, dimensions or value, etc.

In the event that the final audited costs are in excess of the estimates, the cardholder shall be responsible for the payment of the excess. In the event that the final audited costs are less than the estimates, which are charged to the cardholder's account, the cardholder shall be entitled to a refund.

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

CVC: \_\_\_\_\_ Business Tel: \_\_\_\_\_

Charges Euro € \_\_\_\_\_ Mobile Tel: \_\_\_\_\_

Cadholder Signature \_\_\_\_\_ Date: \_\_\_\_\_



**ITALIA**  
 expo shanghai 2010  
 上海世博会意大利馆  
 SPEDIZIONE UFFICIALE DEL PADIGLIONE ITALIANO  
 OFFICIAL FREIGHT FORWARDER OF THE ITALIAN PAVILION

# OTIM

Fondata nel 1948



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## ATCE 2010

**SPE ANNUAL TECHNICAL CONFERENCE AND EXHIBITION**  
**20 – 22 SEPTEMBER 2010**  
**FORTEZZA DA BASSO / FLORENCE / ITALY**

*Please fill in this form with all the details of your shipment and if any, the requested services needed at your stand.*

***This Form MUST be returned to OTIM by August 15<sup>th</sup> 2010 scanned by e-mail to [pietro.rho@otim.it](mailto:pietro.rho@otim.it) or by fax no. +390269912231***

- EXHIBITOR: \_\_\_\_\_

- PAVILION: \_\_\_\_\_

- STAND: \_\_\_\_\_

\* Shipment provided by:    AIR                       SEA                       ROAD

- By Exhibitor Directly

- By Freight Forwarder / Carrier

- Freight Forwarder / Carrier company name \_\_\_\_\_

- Freight Forwarder / Carrier contact details \_\_\_\_\_



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### **\* ROAD FREIGHT :**

- Trucking company name \_\_\_\_\_

- Contact details: \_\_\_\_\_

- Truck plate number \_\_\_\_\_

- Arriving to our warehouse  expected date \_\_\_\_\_

- Arriving directly to Venue  expected date \_\_\_\_\_

° Full truck loaded

° Half truck loaded

° Partial truck loaded

**\*\*\* In order to avoid waiting time to unload trucks arriving directly to the venue, please specify the EXPECTED ARRIVAL DATE and TIME**

### **\* Quantity of the goods:**

- number of packages: \_\_\_\_\_

- Dimensions in CM: \_\_\_\_\_

- Weights in KG: \_\_\_\_\_

- Volume: \_\_\_\_\_



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### **\* AIRFREIGHT SHIPMENTS:**

- Air waybill no: \_\_\_\_\_

\* Quantity of the goods:

- number of packages: \_\_\_\_\_

- Dimensions in CM: \_\_\_\_\_

- Weights in KG: \_\_\_\_\_

- Volume: \_\_\_\_\_

- Requested delivery date / time to the stand \_\_\_\_\_

### **\* SEA FREIGHT SHIPMENTS:**

- Bill of Lading : \_\_\_\_\_

\* Quantity of the goods:

- number of packages: \_\_\_\_\_

- Dimensions in CM: \_\_\_\_\_

- Weights in KG: \_\_\_\_\_

- Volume: \_\_\_\_\_

- Requested delivery date / time to the stand \_\_\_\_\_



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**Goods arriving by air freight, by sea freight or by road freight via our warehouse will be automatically delivered to your stand not unpacked:**

**Please indicate which of the following additional services will be required after those already included:**

- Manpower for unpacking no. \_\_\_\_\_ date \_\_\_\_\_ time \_\_\_\_\_
- Manpower for build up the stand no \_\_\_\_\_ date \_\_\_\_\_ time \_\_\_\_\_
- Extra forklift to set up goods at the stand no \_\_\_\_\_ date \_\_\_\_\_ time \_\_\_\_\_
- Pallet-jack to set up goods at the stand no \_\_\_\_\_ date \_\_\_\_\_ time \_\_\_\_\_
- Collection, storage and return of the empty packages \_\_\_\_\_ date \_\_\_\_\_ time \_\_\_\_\_
- Other services please specify \_\_\_\_\_

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