



Earliest delivery date: **Monday, 12th of August 2024, 8:00 CEST.**
Latest pick-up date: **Monday, 19th of August 2024, 12:00 CEST.**

Shipping Address

Name of University
c/o Hockenheimring GmbH
Sachshaus - FSG - **Car XXX**
Am Motodrom
68766 Hockenheim
GERMANY

phone +49 (6205) 950141 [Hockenheimring GmbH]

Incoming Shipments

- Please note the earliest delivery date above.
- All paperwork, documentation and/or forms required for inbound/outbound shipping or customs clearance must be completed and supplied by the school/university. The paperwork is the sole responsibility of the team.
- Inspecting shipments, reporting and documenting damage to the shipment is the sole responsibility of the receiving team.

Shipping Crates/Containers

- All shipping containers **must** have the school's name permanently and clearly marked.
- Shipping crates/containers **must** have hi-low fork lift access from ends and sides.
- The forklift at Hockenheim cannot lift more than 5 metric tons.
- Crates are stored outside and should be weatherproof.
- Crating/Loading and uncrating/unloading is the sole responsibility of the team.

Outgoing Shipments

- Please note the latest pick-up date above.
- It is each university's responsibility to schedule the pick-up of your outgoing shipment and prepare the shipment and all the paperwork required for the shipment.
- All shipping and customs forms must be filled out by team/university representatives.
- All shipments must be packed and the crates properly sealed and labelled before the team leaves the site on Monday.
- If your shipment is not removed from the Hockenheim Ring by the date and time specified above you will be charged for storage and handling, at least **250.00 Euro per day**. After 5 days our shipping company will pick it up and take the shipment into custody.

Upload Shipment Information

- You **must** upload all information for **any** shipment to Hockenheim as **ONE** multipage pdf file (at least one page per shipment) in your team area, as a **deadline upload** and when the shipment has been sent:
- Car number, university name, university city, country, contact person(s) on site during delivery/pickup and his/her mobile phone number(s) and email
- Shipping company, [if available: contact name, phone number, email]
- Shipment identification number
- Important customs documents for international shipments like a copy of Carnet ATA
- Number and size of your shipments

Any Questions?

Please write an e-mail to helpdesk and don't forget to include your own user link so that we can assign you directly. <https://fsg.one/questions>