



VENUE DELIVERY SYSTEM



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In order to ensure a smooth delivery procedure for all stakeholders to the 8 venues of the European Championship together with the International Broadcast Centre (IBC) a *Venue Delivery System* was developed, available through F.A.M.E.

This guide has been created to assist you as suppliers with your customs, logistics and delivery planning to both stadiums and the IBC.

For deliveries planning

- The procedures will be mandatory starting 11 May at each venue until 2 days after the last match at each stadium.
- The exception is the IBC, which will run from 30 April until 19 July. All deliveries will be monitored and processed through the *Venue Delivery System*.

For Customs

- Please note that the system allows for the registered company to be provided with a Designation Letter.
- To obtain this letter, suppliers must send the Excel template to announce their deliveries according to the [Company Designation Process](#) released on 8 March.
- The [Supplier Venue Delivery Manual](#) will give you information on:
 - the relevant procedures and requirements for a company to register
 - how to apply for a designation letter
 - how to request a time slot
 - follow up procedures until the delivery process is complete in each venue
- The link to the registration form can be found [here](#).

Please pass on this information to your suppliers, Sponsors and partners,

For further information on the Venue delivery Process, please contact:

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