

ICEF Africa 2026

Kempinski Hotel Gold Coast City Accra, Ghana

June 24 - June 26, 2026



Event:	ICEF Africa 2026	Point of Contact	
Date:	June 24 - June 26, 2026 Kempinski	Name:	Frances-Rose Adetola
Address:	Hotel Gold Coast City Accra, Ministries PMB, 66 Gamel Abdul Nasser Avenue, Accra, Ghana	Tel No:	T +233 24 243 6000, M +233 559 702 242
		Email:	frances.adetola@kempinski.com

Delivery / Shipping Window

- Your promotional material for ICEF Africa should arrive from **Monday 22nd June in Accra.**

Labeling & Identification

- Use ICEF's official delivery label (please see below).
- Clearly print: Organisation / Company name, Table or Booth number, Total number of packages (e.g., "Box 1 of 3").

Shipping Documents & Customs

- Enclose a proforma invoice marked: "Information material for exhibition"
- Declare a total shipment value of **EUR 150 or less (or equivalent in other currency).**
- Clearly state on all shipping documents:
 - Promotional material only, for use exclusively within the event; not for sale/resale.
 - All items have no commercial value.
 - All taxes and fees must be reverted to the sender.

Important Note

ICEF and the venue are not responsible for customs clearance. Couriers must handle all related processes and cannot pass customs fees onto ICEF. Shipments requiring customs fees on delivery will be rejected. ICEF accepts no liability for delays, loss, damage, early arrivals, or customs issues. All shipments are at the sender's risk. We strongly advise you to: Keep copies of all shipping documents, Use tracked courier services and Confirm delivery before the event.

	Shipping From	
	Sender's Contact (Name + Contact)	
	Sender's Company	
	Shipping To	
	Shipping Address	Kempinski Hotel Gold Coast City Accra, Ghana Ministries PMB, 66 Gamel Abdul Nasser Avenue, Accra, Ghana
	ICEF Event Name	ICEF Africa 2026
	Table / Booth Number	
	Number of Pieces (E.g. Box 1 of 5)	
	Venue Contact	Frances-Rose Adetola T +233 24 243 6000, M +233 559 702 242 frances.adetola@kempinski.com