



OFFICIAL FREIGHT FORWARDER FOR:
CANTO 2015

**INSTRUCTIONS FOR INTERNATIONAL SHIPPING
AND U.S. CUSTOMS CLEARANCE**

July 26-29, 2015

Hyatt Regency Miami

**OFFICIAL U.S. CUSTOMS BROKER and
FREIGHT FORWARDER**

Please contact Kuehne + Nagel regarding International shipping. All merchandise imported into the United States must be cleared through U.S. Customs and is subject to examination prior to release. Kuehne + Nagel is available to provide the best method of transportation to the exhibition.

SITE REPRESENTATIVE

Kuehne + Nagel's contact person for CANTO 2015 is Debbie Amrein, The contact details are as follow:

Debbie Amrein

TEL: 704-499-5935

E-mail Address: Debbie.amrein@kuehne-nagel.com

CONSIGNMENT INSTRUCTIONS:

All shipments and documentation **must be consigned** as follows:

CONSIGNEE:

Exhibitor Name/booth

CANTO 2015

Hyatt Regency

400 S.E. Second Avenue

Miami, FL 33131

NOTIFY:

Kuehne + Nagel, Inc.

Debbie Amrein

704-499-5935

DOCUMENTATION

The Commercial Invoice/ Packing List form must be consigned as shown above. A complete description of each item including weight, dimensions and value for each item is required. If you ship textiles, wooden items or pens special forms are required. Please complete this form in English. There is a power of attorney which is required.

Forward the following documents to Kuehne + Nagel, at the above address, prior to arrival of the shipment. All shipments must be routed to Miami airport. Please email a copy of each of the following documents to Debbie.amrein@kuehne-nagel.com at least one week prior to the arrival of the shipment.

- copy of the airway bill (Air Freight Only)
- Commercial Invoice/Packing Lists in the English Language
- Any document specifically required for import; (health certificate, certificate of origin, import permits, Federal Communication Commission, etc.) **Wood Packing Certification(Lacey Form), Power of attorney.**
- Information Sheet

Import Requirements for Solid Wood Packing Material – Updated January 2005
Effective 16 September 2005 All solid wood packing, including blocking and bracing must contain the required Wood Packing stamp. Failure to stamp properly will result in your cargo being seized by U.S. Customs, if discovered during inspection.

INSURANCE: General transport insurance is NOT sufficient to cover exhibition shipments. It is highly recommended to obtain appropriate insurance to cover all related losses due to disasters from all possible accidents or delays.

PACKING and MARKING: All crates must be marked as follows:

Exhibitor name and booth number
C/O:CANTO 2015
Hyatt Regency
400 S.E. Second Avenue, Miami, FL 33131
MADE IN (COUNTRY OF ORIGIN)
NO. 1 OF _____AND UP

TYPES OF U.S. CUSTOMS ENTRIES

(if you request temporary and permanent entries those items must be packed separately ,on separate invoices and denoted separately on airway bill.) Special approval required for the temporary entry.

- PERMANENT IMPORTATION:** Goods, which will remain in the U.S., are subject to any applicable duties and taxes. Duties, along with other Kuehne + Nagel charges. Must be paid before show starts. Samples may be sold, given-away, returned to the country of origin, or shipped to a different destination. All items, including brochures are dutiable.
- TEMPORARY IMPORTATION:** (only permitted if duty/fees are over \$275.00) Special approval required prior to shipping. Goods imported on a temporary basis into the U.S. are under Customs Bond and must be re-exported within one (1) year of import. Goods not completely exported, by the close of the period,

are subject to Customs penalties equal to double the duty plus Liquidated Damages.

PAYMENT TERMS

All Kuehne + Nagel invoices are due and payable prior to the delivery of goods to the exhibition site. Exhibitors shipping with Kuehne + Nagel branches worldwide may take advantage of credit offered through these offices.

In order to avoid any delays in delivery of goods to the show, it will be necessary for each exhibitor to have a **Credit Card Authorization** on file with Kuehne + Nagel. Please be in contact with your show coordinator to make arrangements.

DEADLINES

Deadline to Miami Airport.....July 13, 2015
Deadline for arrival by fax to Kuehne + Nagel's office of documents 7 days prior to arrival.

****Anyone unable to meet these deadlines please notify me immediately for further assistance****

Shipping deadlines allow for some delays such as customs exams or weather but these are out of our control and Kuehne+Nagel makes no guarantees shipping by deadlines guarantee cargo to show on time.

INFORMATION SHEET CANTO 2015

Company: _____ Contact: _____
 Address: _____ Phone: _____
 _____ Fax: _____
 _____ Hotel: _____

Person at Show: _____ Passport number _____

PLEASE EMAIL THIS FORMAT COMPLETED TO debbie.amrein@kuehne-nagel.com

We anticipate shipping the following:

_____ No. of Pcs. _____ Kilos via _____ Ocean _____ Air

Note: Any goods left on show floor unpacked and/or without instructions will be removed at exhibitor's expense and without liability on Kuehne + Nagel's behalf.

We hereby agree to abide by the TERMS AND CONDITIONS OF SERVICE OF KUEHNE + NAGEL, INC. It is understood that receipt of cargo at a Kuehne + Nagel consolidation point constitutes acceptance of the enclosed tariff rates. We further understand all freight delivered after the deadline will be assessed a late shipment surcharge and is not guaranteed to be delivered on time to the exhibition.

METHOD OF PAYMENT \$ AND TERMS

Please indicate below the method of payment you will be using.

1- Type of Credit Card _____

Account Number _____

Expiration Date _____

Signature _____ Print Name _____

Title _____ Date _____

2- Credit has been established with Kuehne + Nagel office in: _____

We understand payment is due before goods are delivered to show site and/or before goods are released upon return from show. **YOU MUST BE PREPARED TO PAY WITH EITHER A CREDIT CARD OR ESTABLISH CREDIT THROUGH A KUEHNE + NAGEL OFFICE.**

Signature: _____ Title: _____

Print Name: _____

"Please note: duties, taxes, airport storage charges and any other unknown outlays at the time of shipping will be additionally billed to the exhibitor."