

# **Section IV**

## **Shipping Guideline**

**Contact of official freight forwarder:**

**★ Schenker China Ltd. *Fairs & Events Dept.***  
**- *Beijing Office***

**Please refer shipping guideline from Page 86**



## SHIPPING GUIDELINE

ISPO Beijing 2020  
February 12 - 15, 2020  
China International Exhibition Center (New Venue)  
Beijing, China

**For enquiries, please contact the official freight forwarder:**

**Schenker China Ltd.** *Fairs & Events Dept.*

**- Beijing Office**

5 Tianwei Sijie

Tianzhu Industrial Area A,

Beijing 101312, P.R.China

Phone: +86 10 8042 0407 / 0405

Fax: +86 10 8048 0115

E-mail: [isbella.fan@dschenker.com](mailto:isbella.fan@dschenker.com)

[mingjie.sun@dbschenker.com](mailto:mingjie.sun@dbschenker.com)

Contact person: Ms. Isabella Fan

Mr. Mingjie Sun

## SECTION IV SHIPPING GUIDELINE

### 1. FREIGHT INSTRUCTIONS

#### A. COMMUNICATION

Exhibitors are kindly requested to direct all their shipping inquiries, information and documents to:

**Schenker China Ltd. Fairs & Events Dept.**  
**- Beijing Office**

5 Tianwei Sijie  
Tianzhu Industrial Area A,  
Beijing 101312, P.R.China  
Contact person: Ms. Isabella Fan  
Mr. Mingjie Sun  
Phone: +86 10 8042 0407  
+86 10 8042 0405  
Fax: +86 10 8048 0115  
E-mail: [isabella.fan@dbschenker.com](mailto:isabella.fan@dbschenker.com)  
[mingjie.sun@dbschenker.com](mailto:mingjie.sun@dbschenker.com)

#### - Shanghai Office

Room W2B3, SNIEC.  
No. 2345 Long Yang Road.  
Shanghai 201204 P.R.China

Contact Person: Mr. Gao Jing  
Phone: +86 21 2890 6226 - 13  
Fax: +86 21 28906223  
E-mail: [jing-j.gao@dbschenker.com](mailto:jing-j.gao@dbschenker.com)

#### B. SHIPPING DEADLINE

Shipment direct arrival at Port of Xingang / Beijing Airport in China:

- |                                    |  |
|------------------------------------|--|
| a) SEAFREIGHT:                     |  |
| Latest arrival at Port of Xingang: | January 13 <sup>rd</sup> , 2020                    |
| b) AIRFREIGHT:                     |  |
| Latest arrival at Beijing Airport: | January 15 <sup>th</sup> , 2020                    |
| c) MOVE-IN DATE:                   | February 9 <sup>th</sup> – 11 <sup>st</sup> , 2020 |
| d) MOVE-OUT DATE:                  | February 15 <sup>th</sup> , 2020                   |

**IMPORTANT:** All documents must be provided to Schenker Beijing latest 7 days before cargo arrival destination port.

For sea-freight shipments with a direct arrival in China at Port of Xingang, sending a Full Container Load (FCL) is recommended. For Less Than Container Load (LCL) shipments, exhibitors have to bear the risk that the Shipping Line/Port operator may not be able to unpack your container within the necessary time frame which may endanger our on-time pick up/delivery to the Fair. Our set deadline refers to cargo already drawn out from the container and ready for collection. To summarize, LCL shipments are not recommended.

We take pleasure in informing you that Schenker China Ltd. Beijing Branch Office has been appointed by the organizer as the sole official forwarder for above exhibition. Exhibitors are therefore requested to consult Schenker for any matter concerning forwarding of exhibits to ALPITECH CHINA + ISPO Beijing 2020 and foreground and/or regarding on-site co-ordination.

## SECTION IV SHIPPING GUIDELINE

Schenker China / Beijing Fairs Dept - is responsible for going through all customs formalities and handling exhibits - after their arrival in Port or Airport. To ensure smooth handling of exhibits, please read carefully all points in this guideline. Failure to comply with these points is likely to create problems and additional expenses.

### C. DOCUMENTS

For proper importation the following documents are requested:

- a) List of Exhibits - attached "multi-package form" - "LOE form"
- b) Transport Order Form / Shipment Pre-Advise - attached "multi-package form" - "orderform"
- c) Two Original Bills of Lading (B/L) by ocean freight / one copy of Airway Bill (AWB) by Airfreight.
- d) Shipment consists of wooden box packing from USA, European Union Countries, Japan and South Korea (Original Fumigation Certificates are strictly required). If there's no wooden packing on the shipment, exhibitor/shipper should issue a "Letter of Certificate" to certify the kind of packing.

### D. INSTRUCTIONS FOR SHIPPING DOCUMENTS (AWB, B/L)

For shipments send to Port of Xingang/Beijing Airport directly, consignee's name must be:

#### **By Sea**

China International Exhibition Transportation Co.,Ltd.  
Room539, 5/F., Hall No.1 (CIEC) No.6, East Beisanhuan Road,  
Chaoyang District, Beijing 100028, China  
Tel: 86 10-80468783  
Fax: 86-10-80468796

#### **By Air ( MUST BE MAWB + HAWB)**

##### ***LOE shipment:***

##### **MAWB consignee:**

Schenker BITCC Logistics (Beijing) Co., Ltd.  
5 Tianwei Sijie  
Tianzhu Industrial Area A, Beijing 101312 China

##### **HAWB consignee:**

China International Exhibition Transportation Co.,Ltd.

##### **USCI code: 91110105100008499W**

Room539, 5/F., Hall No.1 (CIEC) No.6, East Beisanhuan Road,  
Chaoyang District, Beijing 100028, China  
Tel: 86 10-80468783  
Fax: 86-10-80468796

##### ***ATA shipment:***

##### **MAWB consignee:**

Schenker BITCC Logistics (Beijing) Co., Ltd.  
5 Tianwei Sijie  
Tianzhu Industrial Area A, Beijing 101312 China

##### **HAWB consignee:**

Schenker China Ltd. Beijing Branch  
**USCI code: 911101137985000113**  
5 Tianwei Sijie  
Tianzhu Industrial Area A, Beijing 101312 China  
Tel: +86 10 80420407  
Pic: Isabella Fan  
Pic Tel: +86 10 80420407

## SECTION IV SHIPPING GUIDELINE

### **Notify Party (for both Sea & Air Shipments)**

Schenker China Ltd., Beijing Branch  
 Fairs & Events Department  
 C/O ISPO Beijing 2020  
 Feb. 12-15, 2020 / China International Exhibition Center (New Venue)  
 Exhibitor: XXXX / Stand No.: XXXX  
 Attn: Ms. Isabella Fan / Mr. Mingjie Sun  
 Tel: 86-10-80420407 / 80420405

**IMPORTANT:** Please send original shipping documents directly to Schenker Beijing Fairs & Exhibition Dept. before shipment arrival at destination port.

### **E. PACKING AND MARKING OF CASES**

Please ensure that your exhibits are packed in strong, water-proof wooden cases that are strong enough to protect the exhibits from damage and rain. All exhibits will be frequently handled during transportation, as well as being unpacked and repacked for the return movement. Boxes will also be stored open-air or will be placed outside.

For the outside marking of all packages, please clearly mark as least 3 sides as follows:

ISPO Beijing 2020  
 Exhibitor : XXXX  
 Hall/Stand No. : XXXX  
 Case No. : XXXX  
 Gross Weight : XXXX (kg)  
 Dimension : L x W x H (cm)

For exhibits weighing over 1,000kgs, please clearly mark on the outside case the “Center of Gravity”, “Front Side and Back Side” and “Lifting Point”. For any Fragile and Up-Right Position items, please also label or mark in the outside of the box. Other Marking should conform to the International Rules and Regulations Governing packing signs and symbols.

If you have heavy and oversize exhibits, you must be on-site early to direct the operation of uncrating and positioning. If crane or forklift is required for installation of equipment, please send your requirement to us as early as possible so that we could arrange contracting such equipment in advance. A quote will be given after receiving your enquiry.

### **F. CUSTOMS CLEARANCE**

Customs clearance and inspection will be enforced stringently on the fairground according to the “List of Exhibits” (Form A). To expedite smooth clearance and inspection, exhibitors are requested to complete the Form A clearly in both English and Chinese and separately pack their shipping items for:

- 1) Exhibition Need to provide full exhibits name, brand, specifications, models no/ serial no, materials (ingredient), purpose, etc
- 2) Decoration, Stand-building Materials, photographs, public relation materials
- 3) Office materials
- 4) Brochures, Catalogues, CD (brochures purpose) and souvenirs

Exact name of item, model of machine, quantity and unit price are required in the “List of Exhibits” (Form A), and value must be shown in US\$ figure – please do not write NCV or NVD.

According to China Customs regulation, all advertising literature, brochures, technical catalogues, souvenirs and other publicity materials shall be allowed for display at the exhibition only after PRIOR CENSORSHIP performed by customs officers. 3 samples of each must be handed over to Schenker staff on-site for such purpose.

## **SECTION IV SHIPPING GUIDELINE**

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All Distribution or consumption materials, as per customs regulation, Chinese customs will give a certain confirmation on how to distribution with option of “duty taxes paid” or duty taxes free, please follow up accordingly.

### **Hand-carried items:**

If there is any hand-carried exhibit detained by the Airport Customs Office, Schenker may handle the Customs declaration (on a temporary basis) and collect back the goods from Beijing airport (may take 3 working days). Please contact a Schenker delegate and lodge the instruction, cost will be the same as airfreight shipment. According to Customs regulation, such items cannot be hand-carried out of China and should be re-exported by freight.

### **G. QUARANTINE DECLARATION**

All exhibits must be declared with “NEW” or “USED” in our “LOE form”, this is requested by Chinese Quarantine Dept. and if the declaration is wrong when quarantine inspection occurs, all the costs / fines must be borne by exhibitor.

### **I. DELIVERY OF EXHIBITS**

Schenker will deliver exhibits to the stand and unpack them against the signature of exhibitor or his authorized agent. It is recommended that the exhibitor or the representative are present on-site during move-in period. Otherwise, Schenker will not be liable for any damage which may affect claims.

### **J. INSURANCE**

All exhibitors are requested to have their exhibits fully covered by insurance for the whole in/return journey, including exhibition period. An original of the insurance policy should be brought to the fair in case of any necessary survey, survey fee at exhibitor’s own expense.

### **K. DANGEROUS, RADIOACTIVE, STRATEGIC AND REEFER CARGOES**

Some of the above items are prohibited /limited to move into the exhibition hall, and the carriers (Shipping Line and Airline) will only accept those cargoes subject to availability. Before shipping those items to the fair, please submit the specification and volume of the cargo to the relevant parties for confirmation.

### **L. VERY IMPORTANT PORCEDURE FOR THE IMPORT OF WOOD OR WOODEN PACKING MATERIAL TO CHINA**

Effective Date: January 01, 2006

Observe District: All countries / Cities (Included Hong Kong SAR, Macau SAR and Taiwan)

Observe Scope: All non-manufactured wood packaging material to be used to carry, pack, pad and support, and reinforce the goods, such as wood case, crate, pallet, frame, pal, wood pole, wedge, sleeper and pad.

Exempted Scope: Wood composite products requiring heat and pressed treatment, e.g.: plywood, particle board, fiber board, veneer, core, saw dust, wood fiber and particle and other wood materials with its thickness equal or less than 6mm.

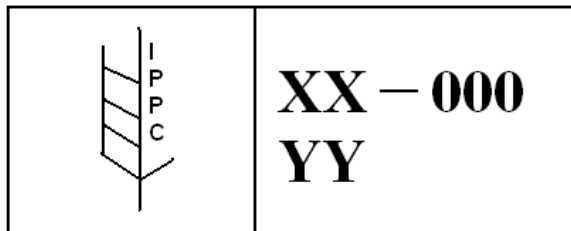
Observe Requirement: China Entry & Exit Inspection and Quarantine required for all wood packaging goods to be imported. Heat Treatment/Fumigation is required at country of origin prior to shipping to China (Included Hong Kong SAR, Macau SAR and Taiwan).

## SECTION IV SHIPPING GUIDELINE

All import wood packaging materials should be treated by Heat Treatment (HT) or Methyl Bromide (MB) fumigation at the origin, and the Mark of IPPC should be put on two opposite sides of the wooden packaging material.

The Mark should contain the valid symbol approved by IPPC, country code, unique number of producer / treatments designated by the National Plant Protection Organization (NPPO) of exporting countries and treatment methods (HT, MB).

If the wooden packaging material arrives without the approved mark or with approved mark but intercepts the live harmful pest, then the cargoes will be disposed of or returned to the origin.



Where:  
 IPPC - Abbreviation of "International Plant Protection Convention";  
 XX - International Standardization Organization (ISO) two letter country code;  
 000 - Wood packing producing enterprise code approved by official plant quarantine authorizations in export counties or territories;  
 YY - The phytosanitary treatment measures, Methyl Bromide Fumigating - MB, Heat Treatment - HT

It is suggested to issue 2 Original Certificates, one certificate must be attached to the original air-waybill or ocean bill of lading sent to the consignee for submitting to China Entry & Exit Inspection and Quarantine. The 2<sup>nd</sup> original must be sent by courier service to SCHENKER destination Office. A copy of document must be sent by fax or mail to SCHENKER Office.

For goods that are not packed with wood packing materials or are not loaded onto a wooden pallet, exhibitors or shippers are required to complete the form of DECLARATION OF NO WOOD PACKING MATERIALS. Please issue two (2) originals with company stamp and signature, one original must be sent attached to the original air-waybill or ocean bills of lading to the consignee for submitting to China Entry & Exit Inspection and Quarantine. The second (2<sup>nd</sup>) original must be sent to SCHENKER Beijing Office. The copy of document must be sent by fax or mail to SCHENKER Office.

**IMPORTANT:** In order to avoid problems with Wood Quarantine Inspections, (such as wooden bars on wooden pallets made from conifer wood) we highly recommend that all wood packing or wood pallet loading exhibits are Heat Treated/Fumigated at country of origin. Please issue two (2) original, one original certificate must be sent attached to the original air-waybill or ocean bills of lading to consignee for submitting to China Entry & Exit Inspection and Quarantine. The second (2<sup>nd</sup>) original must be sent to SCHENKER Office. The copy of document must be sent by fax or mail to SCHENKER Office.

In case of failure with the necessary arrangements for the handling of wood packing goods, the exhibitor / shipper will be responsible for the penalties from Chinese Government Authorities and the delay of exhibits' delivery.

For full details, please visit the official website of China Entry & Exit Inspection and Quarantine.

### M. PAYMENT

All invoices, raised for this exhibition, are due for immediate payment upon presentation, unless you have engaged the services of our overseas branches, in which case you will be invoiced by them directly. Details of our bank account – UPON REQUEST. Alternatively, you may settle the account by charging to your Credit Card, or Cash at our On -Site office. Acceptance of Credit Cards – UPON REQUEST. All payments must be made without any deduction or deferment on account of any claim, counterclaim or setoff prior to Show opening.

## **SECTION IV SHIPPING GUIDELINE**

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### **N. CONDITIONS**

All business of Schenker China - and their nominated Agents - is undertaken in accordance with Schenker China Ltd. Trading conditions, Copies available upon request. Furthermore, all work is undertaken at owner's risk. The exhibitors are liable for damages and additional cost resulting from the incorrect declaration of the weights and measurements of the packages, as well as description of content of cargo mentioned on invoice/packing list. The tariff is not claimed to be comprehensive.

Our liability terminates with the placing of the consignment on the exhibition booth (or as close as possible) and begins with taking over of consignments from the exhibition booth, regardless whether the exhibitor or his representative is present at on-site or not.



## SECTION IV SHIPPING GUIDELINE

### 2. OVERSEAS AGENTS LIST

#### **China Coordination Office**

Schenker China Ltd., Beijing Branch  
Fairs & Exhibitions Office  
5 Tianwei, Sijie, Tianzhu Industrial Area A  
Beijing 101312, P.R. China  
Ctc: Sammy Shi  
Tel.: +86 10 8042 0406  
Fax: +86 10 8048 0115  
Email: [sammy.shi@dbschenker.com](mailto:sammy.shi@dbschenker.com)

#### **Hong Kong Coordination Office**

Schenker International (H.K.) Ltd.  
Suite 7B-12., Skyline Tower, 39 Wang  
Kwong Road, Kowloon Bay,  
Hong Kong  
Ctc: Tim Tang  
Tel.: +852 2585 9573  
Fax: +852 2824 0328  
Email: [tim.tang@dbschenker.com](mailto:tim.tang@dbschenker.com)

#### **Korea Coordination Office**

Schenker Korea Ltd.  
Airport Logistics Park G3 block  
97-49, Gonghangdong-ro 296 beon-gil  
Jung-gu, Incheon, 400-340 Korea  
Ctc: Youngsun Woo  
Tel.: +82 32 744 0437  
Fax: +82 32 744 0601  
Email: [young-sun.woo@dbschenker.com](mailto:young-sun.woo@dbschenker.com)

#### **Indonesia Coordination Office**

Schenker Petrolog Utama  
Wisma Raharja, 5th Floor  
Jl. TB. Simatupang, Kav. 1  
12560 Jakarta Selatan, Indonesia  
Ctc: Nuryani Kristianto  
Tel.: +62 21 788 43 788 ext. 436  
Fax: +62 21 788 33 369  
Email: [nuryani.kristianto@dbschenker.com](mailto:nuryani.kristianto@dbschenker.com)

#### **USA Coordination Office**

Schenker Inc.  
Fairs & Exhibitions Office  
150 Albany Avenue  
Freeport, NY 11520, USA  
Ctc: Richard Gambuzza  
Tel.: +1 516 377 3146  
Fax: +1 516 279 7054  
Email: [richard.gambuzza@dbschenker.com](mailto:richard.gambuzza@dbschenker.com)

#### **Germany Coordination Office**

Schenker Deutschland AG  
Fairs & Exhibitions Office  
Paul-Henri-Spaak-Str.8  
81829 Muenchen, Germany  
Ctc: Sabine Auer  
Tel.: +49 89 949 24 311  
Fax: +49 89 949 24 339  
Email: [sabine.auer@dbschenker.com](mailto:sabine.auer@dbschenker.com)

#### **Singapore Coordination Office**

Schenker Singapore Pte Ltd.  
Fairs & Exhibitions Office  
2 Changi South St. 2  
Singapore 486756  
Ctc: Serena Chew  
Tel.: +65 6245 5395  
Fax: +65 6245 5383  
Email: [serena.chew@dbschenker.com](mailto:serena.chew@dbschenker.com)

#### **Japan Coordination Office**

Schenker-Seino Co., Ltd.  
Tennoz Central Tower 16F,  
2-2-24, Higashi-shinagawa, Shinagawa-ku  
Tokyo140-0002, Japan  
Ctc: Yachiyo Takano  
Tel.: +81 3 5769 7380  
Fax: +81 3 5769 7381  
Email: [yachiyo.takano@schenger-seino.co.jp](mailto:yachiyo.takano@schenger-seino.co.jp)

#### **Thailand Coordination Office**

Schenker (Thai) Ltd.  
Sirinrat Building, 16th & 17<sup>th</sup>  
3388/57-61 Rama 4 Road  
10110 Klongtoey, Thailand  
Ctc: Permduan Sookphan  
Tel.: +66 2 367 57 206  
Fax: +66 2 367 53 51  
Email: [permduan.sookphan@dbschenker.com](mailto:permduan.sookphan@dbschenker.com)

#### **Canada Coordination Office**

Schenker of Canada Ltd.  
Fairs & Exhibitions Office  
3210 Airway Drive  
Mississauga, Ontario L4V 1Y7, Canada  
Ctc: Cindy Avila  
Tel.: +1 905 293 8615  
Fax: +1 905 677 4293  
Email: [cindy.avila@dbschenker.com](mailto:cindy.avila@dbschenker.com)

## SECTION IV SHIPPING GUIDELINE

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### France Coordination Office

Schenker France  
ZAC de la Villette Aux Aulnes  
Rue Rene Cassin  
77290 MITRY MORY

Ctc: Marilyn FORESTIER  
Tel.: +33 1 6021 4006  
Fax: +33 1 6021 4001  
Email: [Marilyn.Forestier@dbschenker.com](mailto:Marilyn.Forestier@dbschenker.com)

### Spain Coordination Office

Schenker Espana S.A.  
C/4, 57-61 Sector C Zone Franca  
08040 Barcelona, Spain

Ctc: Ihor Lewkowycz Mazon  
Tel.: +34 93 482 0186  
Fax: +34 93 482 0173  
Email: [ihor.lewkowycz@dbschenker.com](mailto:ihor.lewkowycz@dbschenker.com)

### Italy Coordination Office

Schenker Italiana SpA  
via F.lli Bandiera 36  
20068 Peschiera Borromeo, Milano Italy

Ctc: Ioredana Fontevivo  
Tel.: +39 02 5166 6387  
Fax: +39 02 5166 6514  
Email: [loredana.fontevivo@dbschenker.com](mailto:loredana.fontevivo@dbschenker.com)

### U.K. Coordination Office

Schenker Limited  
Mayne House, Juniper Park, Fenton Way  
Basildon, Essex SS15 6TD, United Kingdom

Ctc: Luke Wrigley  
Tel.: +44 1268 63 22 13  
Fax: +44 1268 63 2222  
Email: [luke.wrigely@dbschenker.com](mailto:luke.wrigely@dbschenker.com)

## SECTION IV SHIPPING GUIDELINE

### 3. OFFICIAL TARIFF

#### A) INBOUND HANDLING CHARGES FOR SEAFREIGHT AND AIRFREIGHT

##### Inbound Movement from Port of Xingang / Beijing Airport to Exhibition Booth

Exhibit arrives at Port of Xingang / Beijing Airport, we handle import formalities and transportation from import terminal to the exhibition ground, the exhibit is then sorted and delivered to the exhibition booth where we assist with unpacking and one time on-spot positioning of heavy exhibits (assembling excluded). Temporary customs clearance is arranged, and we assist customs directly with their inspection, after which we remove empty cases and packing materials to an on-site storage place (outdoor).

By Sea	RMB500.00/cbm, Min 5cbm
By Air	RMB6.00 /kg, Min 200kg

##### Terminal Handling Charge at Port of Xingang /Beijing airport

a) Sea shipment arrival Xingang:	
For FCL	RMB2530.00/20' Cont and RMB5060.00/40' Cont
For LCL	RMB230.00/cbm, Min 5cbm
b) Air shipment arrival Beijing:	
By Air	RMB2.50/kg, Min 200kg

##### Basic Service Charge

Per Exhibitor and consignment	RMB400.00/exhibitor/consignment
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##### Quarantine Inspection fee

The total volume of cases/pallets under 3 cbm	RMB50.00/each package
The total volume of cases/pallets above 3 cbm	RMB40.00/each package
The total volume of cases/pallets above 10 cbm	RMB30.00/each package
Per 20' Container	RMB350.00/20'
Per 40' Container	RMB700.00/40'

##### Storage in China

Stored at site / bonded warehouse from the date of exhibits arrival, exhibition period until departure

a) LCL / Break-bulk sea shipment (0 days free)	RMB10.00/cbm/day (Min. 1cbm)
b) FCL sea shipment (0 days free)	RMB198.00/20'/day RMB396.00/40'/day
c) Air shipment (0 days free)	RMB0.30/kg/day
d) warehouse handling charge	RMB35.00/cbm/in/out (min RMB70.00)

#### B) ON-SITE SERVICE FORM EXHIBITION VENUE/GROUND STORAGE TO EXHIBITION BOOTH

a) Receiving exhibits from exhibition hall outdoor, unloading, delivery up to exhibition booth, assisting exhibitors with unpacking and one time on-spot positioning of heavy exhibits (assembling excluded), temporary customs clearance and assisting customs with inspection, removing empty cases and packing materials to on-site storage place (outdoor).

- From transport at venue to booth:	RMB120.00/cbm (min 2 cbm)
- Handling of empty cases during show period:	RMB40.00/cbm (min 2 cbm)
- Packing & unpacking charges:	RMB80.00/cbm (min 2 cbm)
- Container detention on-site:	RMB980.00/20', RMB1980.00/40'
b) Basic service charge	RMB400.00/exhibitor/consignment

## SECTION IV SHIPPING GUIDELINE

### C) OUTBOUND HANDLING CHARGES FOR AIR AND SEA CARGO

Same as Inbound

### D) OPTIONAL CHARGES

- a) Translation of List of Exhibits and other necessary documents from foreign languages into Chinese in an acceptable format and/or the re-production of sufficient copies to Chinese authorities concerned:

Per translated page RMB30.00/page

- b) Labor and Equipment Hire (subject to availability and 48 hours advance booking needed):

Labor Hire: RMB240.00 per day  
 3-tons Forklift Hire: RMB100.00 per hour / min. 4 hours  
 5-tons Forklift Hire: RMB150.00 per hour / min. 4 hours  
 20-25 tons Crane Hire: RMB280.00 per hour / min. 4 hours

\*\*\*Quote to be based on normal working hours: 8:30a.m.- 4:30p.m.  
 Saturdays, Sundays, holiday and Overtimes: Charges doubled

- c) Customs formalities fee against Carnet RMB800.00 per Carnet  
 d) Vacuum Packaging – with packing materials RMB300.00/cbm (min RMB900.00)  
     – without packing materials RMB200.00/cbm (min RMB600.00)  
 e) Handling charges for abandoned cargo RMB250.00/cbm (min RMB550.00/exhibitor)  
 f) Customs formality fee for given-away or consumed cargoes on which duties should be levied during or after the exhibition RMB750.00/consignment

### E) REMARKS

- a) Above rates excluded destination ocean freight LCL charges, overtime storage dues in pier and in other freight forwarder's warehouse (in excess of 0 days free).
- b) Minimum charges per shipment: 5 cbm w/m by Sea and 100 kgs by Air - calculated as whichever is the higher.
- c) Minimum chargeable volume for 20' GP container is 23cbm and for 40' GP container 46cbm, for others 50cbm.
- d) Volume / Weight conversion for air-freight shipment: 6cbm is equal to 1,000kgs
- e) All freight and Inbound handling charges must be settled before fair opens otherwise 2.5% outlay commission will be added for unpaid invoices beyond fair open date. All Outbound handling charges and freight must be settled before shipment delivery to the designated port/airport and/or local premises.
- f) Above rates quoted for General Cargoes with standard seaworthy packing only, for specialized cargoes, e.g. dangerous, reefer and high valued cargo, 50% additional charges will be levied and accept subject to availability.
- g) For cargo which arrives after deadline, a surcharge amounting to 30% of inbound movement charges and on-site service charges will be levied.
- h) Above rates are based on ground floor exhibits only, a surcharge of 20% will be levied for upstairs exhibits.
- i) If prepay sea-freight, airfreight and other freight is required through our company, a 5% outlay commission will be levied to freight invoice.
- j) NCIEC on-site management fee: RMB96.00/cbm.



## ISPO Beijing 2020 12.02. - 15.02.2020 NCIEC BEIJING ORDERFORM FOR TRANSPORTATION

(Pls forward to the responsible Schenker Office)

To Schenker BITCC Logistics (Beijing) Co., Ltd. No. 5, Tianwei Sijie, Tianzhu Airport Industrial Area A, Shunyi district Beijing 101312 China Isabella Fan      Tel: 86-10-80420407 Fax: 86-10-80480115 <a href="mailto:isabella.fan@dbschenker.com">isabella.fan@dbschenker.com</a>	Order Address/ Shipper/ Payer Comp. 1 -> Comp. 2 -> Street -> Town -> Contact -> Telefon -> Fax -> e-mail -> <b>Customs Id.-No.:</b>
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Consignee/ Exhibitor details Hall ->                                  Stand ->	On-Site Contact Name 1 -> Name 2 -> Mobil ->
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Pack.- No.	Kind of Packing	Net Weight	Gross Weight	kg	Length in cms	Width in cms	Hight in cms	cbm	Retour? tipp "x"
				kg					
				kg					
				kg					
				kg					
				kg					
				kg					
				kg					
				kg					
				kg					
				kg					
<b>Packages total</b>				<b>kgs total</b>				<b>cbm</b>	

**This shipment contents No dangerous goods acc. to todays  
valid IMO-DGR/IATA-DGR/ADR-Rules !**

Pick up at the shippers address at Date and Time

Value acc. to the List of Exhibits (LOE) USD Value in USD

Insurance for the Transportation YES NO

Transportation with (Please tipp "x")	--> -->	Confirmation about the volume	Deadline for the Pick Up	Departure to Beijing
Seafreight				
Airfreight				

Different Warehouseaddress


**Packing material acc. to IPPC/ISPM regulation in the Republic of China**

Town	Date	Stamp and Signature
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## ISPO Beijing 2020 12.02. - 15.02.2020 NCIEC BEIJING Application for the Transport Insurance

To Schenker BITCC Logistics (Beijing) Co., Ltd. No. 5, Tianwei Sijie, Tianzhu Airport Industrial Area A, Shunyi district Beijing 101312 China Isabella Fan      Tel: 86-10-80420407 Fax: 86-10-80480115 <a href="mailto:isabella.fan@dbschenker.com">isabella.fan@dbschenker.com</a>	Order Address/ Shipper/ Payer Comp. 1 -> Comp. 2 -> Street -> Town -> Contact -> Telefon -> Fax -> e-mail ->
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Pack.- No.	Kind of Packing	Gross Weight	kg	Short Description of the Exhibits	Insurance Value in USD
			kg		
			kg		
			kg		
			kg		
			kg		
			kg		
			kg		
			kg		
			kg		
			kg		
			kg		
<b>Packages total</b>		<b>kgs total</b>		<b>Total in USD</b>	

<b>Transport by</b>	<b>Pls mark with "x"</b>	<b>Container</b>	
Airfreight	<input type="checkbox"/>	yes	no
Sea - LCL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sea - FCL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Truck	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Covering for</b>	<b>Pls mark with "x"</b>		
Transport to Exhibition	<input type="checkbox"/>		
Transport back	<input type="checkbox"/>		
<b>Certificate</b>	<b>Pls mark with "x"</b>		
3 Originals	<input type="checkbox"/>		
Home Language	<input type="checkbox"/>		
English	<input type="checkbox"/>		

<b>Town</b>	<b>Date</b>	<b>Stamp and Signature</b>
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**ISPO Beijing 2020 12.02. - 15.02.2020 NCIEC BEIJING**  
**Self Declaration of "Non Wood" or "Processed" Wood Packing**  
 (1x Original with the shipment documents)

Versender/ Shipper

**To the Service of  
Entry & Exit  
Inspections and  
Quarantine**

Comp. 1 ->  
 Comp. 2 ->  
 Street ->  
 Town ->  
 Contact ->  
 Telefon ->  
 Fax ->  
 e-mail ->

It is declared that all packing materials in this shipment of

Total no. of packages ->  
 Kind of packing material ->  
 Description of goods ->  
 Gross weight in kgs ->  
 Ordern No. ->

Shipped by	pls mark with "x"	MAWB/	HAWB/	Flight/
		BL	HBL	Vessel
Airfreight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seafreight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

are made of **NON WOOD** or made of **PROCESSED WOOD**  
 (Plywood, Press Wood, Oriented Strand Board)

This material automatically fullfills the requirements of  
**MOFTEC ANNOUNCEMENT 2002/58** and **FAO ISPM**,  
 because of it process of manufacturing by using heat, pressure and glue

City \_\_\_\_\_

Date \_\_\_\_\_

Original stamp and signature \_\_\_\_\_

For further information please refer to the internet references:  
<http://www.bba.de/ag/gesund/internat/ippc/texte/ism15-info.pdf>  
<https://www.ippc.int/IPP/En/default.jsp>



**DECLARATION FORM FOR TEMPORARY IMPORT - LIST OF EXHIBITS**  
**暂时进口展览品报关清单-参展货物清单**  
**ISPO Beijing 2020 12.02. - 15.02.2020 NCIEC BEIJING**



EXHIBITOR: 参展公司		FORW. - AGENT: 运输代理名称		MAWB/FLIGHT	Origin 原产国			CARGO DISPOSAL 展品处理方法		
		Schenker BITCC Logistics Beijing Co. Ltd Tianzhu Industrial Area Beijing 101312 ; China		HAWB/FLIGHT				PLEASE MARK " X " IF APPLICABLE		
				CONTAINER				A = RETURN 运回		
				VESSEL NAME	STAND 展台号			B = SOLD 已售		
				B/L				C = DONATED 赠送		
CASE NO: 箱号	GROSS 毛重	NET 净重	TTL PACKAGES 总件数	长 L (cm) X	宽 B (cm) X	厘米 H (cm)	体积 CBM	D = CONSUMED 遗弃和消耗		
								E = TO BWH		

序号 NO.	商品编号 H.S. NO	DESCRIPTION OF GOODS ( IN CHINESE ) 展品名称规格及型号 (中文)	DESCRIPTION OF GOODS ( IN ENGLISH ) 货物名称规格摘要 ( 请用英文填写 )	NEW 新的	QTY 数量	UNIT 单位	VALUE IN US \$ 单价		展品处理方法					
							SINGLE 单价	TOTAL 单价	A	B	C	D	E	
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														

**SHIPPER CONFIRMS CARGO CONTAINS NO DANGEROUS GOODS AS PER ACTUAL IMO + IATA DGR REGULATIONS**

Total US\$

PLACE/DATE 日期	ORIGINAL STAMP AND SIGNATURE		
This form must be completed accurately by typewriting , Please complete FULL DETAILS , Product name & description with Serial Number , Quantity and Value in US \$		FIRST NAME	LAST NAME





# SCHENKER

# EXHIBITION MATERIALS

ISPO Beijing 2020 12.02. - 15.02.2020 NCIEC BEIJING

SHIPPER

CONSIGNEE    SCHENKER BITCC LOGISITICS BEIJING LTD  
SCHENKER CHINA LTD - BEIJING BRANCH  
FAIRS & EVENTS DEPARTMENT  
5 TIANWEI SIJIE  
TIANZHU INDUSTRIAL AREA A  
TEL +86 10 8042 0407



FRAGILE  
HANDLE  
WITH  
CARE

EXHIBITOR  
NOTIFY

HALL

BOOTH-NO.

PACKAGE	OF	PACKAGES	WEIGHT IN KGS	DIMENSIONS IN CMS
				Length    Width    Height

**THIS SHIPMENT IS HANDLED BY:**

Schenker China Ltd. Beijing Branch	Tel.: 86-10-80420407
SCHENKER <i>fairs</i>	Fax: 86-10-80480115
No.5, Tianwei Sijie, Tianzhu airport	<a href="mailto:isabella.fan@dbschenker.com">isabella.fan@dbschenker.com</a>
Industrial Area A Beijing 101312	Isabella Fan



# SCHENKER

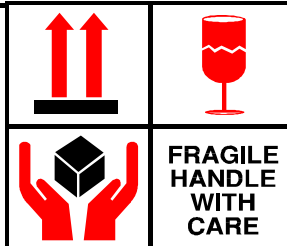
# RETURN EXHIBITION MATERIALS

ISPO Beijing 2020 12.02. - 15.02.2020 NCIEC BEIJING

EXHIBITOR  
SHIPPER

CONSIGNEE

DELIVERY TO  
NOTIFY



HALL

BOOTH-NO.

RETURN SHIPMENT BY			
AIR	SEA	TRUCK	RAIL

PACKAGE	OF	PACKAGES	WEIGHT IN KGS	DIMENSIONS IN CMS
				Length      Width      Height