



TEXWORLD USA
Jacob Javits Convention Center
New York, NY
INSTRUCTIONS FOR INTERNATIONAL SHIPPING
AND U.S. CUSTOMS CLEARANCE
July 17-19, 2007

OFFICIAL U.S. CUSTOMS BROKER and
FREIGHT FORWARDER

International shipments are not covered in the Domestic Freight portion of this kit and require direct communication with Kuehne + Nagel, Inc. 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. Kuehne + Nagel will maintain a staff at the Show to attend to all details, including documentation and arrangements for exportation at the conclusion of the Show.

SITE REPRESENTATIVE

Kuehne + Nagel's contact person for the TEXWORLD USA is Debbie Amrein, who will be available on site throughout the exhibition, and at the close of the Show to arrange forwarding of your exhibition goods. A Kuehne + Nagel representative will be available at the Exhibitor's Service Center to answer questions and assist with problems. KN EXPO personnel will be in contact with the General Service Contractor and Show Management to provide required services.

CONSIGNMENT INSTRUCTIONS: All shipments must be consigned as follows.

Texworld USA
Exhibitor name and booth number
Jacob Javits Convention Center
655 West 34th Street
New York, NY 10001

Notify: Kuehne + Nagel
156-15 146th Avenue
Jamaica, NY 11434
Attn: Debbie Amrein 410-609-2482

DOCUMENTATION

A Commercial Invoice/ Packing List form is required. A complete description including weight, dimensions and value together with country of origin must be shown for each item separately. Commercial invoice must be completed in English and show consignee as shown in consignment instructions section of these guidelines.

SEA and AIR FREIGHT

The following documents must be sent to Kuehne + Nagel, Debbie Amrein prior to shipping for review and approval. All shipments must be routed on a through bill of lading terminating in New York or sent to JFK Airport. Please fax one (1) copy of each of the following documents to Kuehne + Nagel at (410) 789-7547 or email to Debbie.Amrein@kuehne-nagel.com, prior to the arrival of the shipment.

- Two (2) original and two (2) copies of the bill of lading (Sea Freight Only)
- One (1) copy of the airway bill (Air Freight Only)
- Four (4) Commercial Invoice/Packing Lists in the English Language
- One (1) original and one (1) copy of any document specifically required for import; (health certificate, certificate of origin, import permits, etc.)
- Non-Perishable Only: One (1) copy of catalogs or brochures with complete information and description of arriving products.
- Information sheet including hotel information and payment details

****VERY IMPORTANT****

Be sure that any wood packaging that is used meets all the U.S. import requirements or freight will be refused

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:

"YOUR COMPANY NAME"
C/O: Texworld USA
BOOTH NO.: _____
Jacob Javits Convention Center
MADE IN (COUNTRY OF ORIGIN)
NO. 1 OF _____ AND UP

COMMODITY CLASSIFICATION

If the TSUSA (commodity classification) numbers are known, please indicate them on the commercial invoice or exhibition instruction form. In this way we can ensure appropriate duty rates have been applied.

TYPES OF U.S. CUSTOMS ENTRIES

A. **PERMANENT IMPORTATION:** Goods, which will remain in the U.S., are subject to any applicable duties and taxes. Duties will be collected along with other Kuehne + Nagel charges on the last day of the exhibition. Samples may be sold, given-away, returned to the country of origin, or shipped to a different destination. All items, including brochures are dutiable.

B. **TEMPORARY IMPORTATION:** 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. These penalties will be invoiced directly to you by U.S. Customs. Any penalties left unpaid will make the importer subject to sanctions by U.S. Customs. Special requirements for this type of entry. Please notify Debbie.

PAYMENT TERMS

All Kuehne + Nagel invoices are due and payable prior to the delivery of goods to the exhibition site or upon presentation of the invoice at site. Exhibitors shipping with Kuehne + Nagel branches worldwide may arrange credit offered through these offices.

DEADLINES

Deadline for arrival of sea freight at port.....July 2, 2007

Deadline for arrival of air freight at airport.....July 5, 2007

Deadline for arrival by fax to Kuehne + Nagel's office of documents 7 days prior to arrival.

Texworld USA
SCHEDULE OF RATES

These rates are for services rendered in the U.S. only. All international freight may be arranged and rates negotiated in each exhibitor's home country.

U.S. CUSTOMS ENTRY SERVICE

U.S. Customs Entry Permanent/TIB.....	\$125.00 per entry
Carnet A.T.A.....	\$90.00 per entry
Additional invoices (over 10).....	\$15.00/invoice
Additional Classifications (over 10).....	\$15.00/classification

CUSTOMS BOND

Single Entry Bond/Trade Fair Bond.....	\$6.50 for each \$1,000 value
Minimum Per Entry.....	\$65.00

FREIGHT FORWARDING SERVICES

Customs Examination.....	As per outlay
Transport to Customs Exam Site.....	As per outlay
On-Site Supervision.....	\$150.00 per entry
Messenger and Communications.....	\$45.00/entry
Duty and Customs Fees Charged at Actual	
Duty Advancing Fees 5% of Duty Fee....	Min. \$25.00
Security Fee.....	\$85.00
Late Fees for shipments arriving (5) days after the deadlines, without prior approval,	\$200.00
per entry	
terminal handling, delivery fees and waiting time not included.	
Quoted on a per shipment basis	

OUTBOUND CHARGES

U.S. Customs may require that merchandise be inspected prior to re-export or delivery to final U.S. Consignee. If examination is required, the charges for this service will be invoiced as actually incurred.

The fees for export services are as follows:

Export Handling and Documentation.....	\$110.00
Customs Messenger.....	\$45.00
Security Fee.....	\$85.00
Supervision and Attendance.....	\$125.00
Ocean, Air or Truck freight, as required, at actual or in accordance with negotiated rates with carriers per contract.	

Payment: All charges invoiced by Kuehne + Nagel, including ocean, air, inland freight, custom clearance, duties and exportation handling fees must be paid to Kuehne + Nagel prior to the close of the exhibition. All other outstanding charges must be paid before the last day of the exhibition and equipment will not be released from Kuehne + Nagel unless invoices have been resolved.

The above rates do not include any airport or seaport transfers, terminal charges, storage charges at the port/airport, local transportation, special messengers, U.S. customs overtime work or Saturday/Sunday surcharges.

****Rates, charges and rules quoted are subject to change with or without notice, in accordance with carriers' rates' and rules policy. Rates charges and rules in effect at the time of the shipment will apply.****



**INFORMATION SHEET
TEXWORLD USA**

Company: _____ Contact: _____
Address: _____ Phone: _____
_____ e-mail _____
_____ Hotel: _____

Person at Show: _____ Booth # _____

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 on Card: _____

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

Contact name at Kuehne + Nagel: _____

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 CREDIT CARD OR ESTABLISH CREDIT THROUGH A KUEHNE + NAGEL OFFICE.

Signature Print Name

Date: _____

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