



SHIPPING INSTRUCTIONS

LABELXPO ASIA 2011

29TH Nov. – 02ND Dec., 2011

SNIEC, SHANGHAI, CHINA

Freight Forwarding, Lifting & Handling Contractor, please contact:

EXPOTRANSWORLD LTD.

HONG KONG

Room 706-707, 7th Floor, Star House, 3 Salisbury Road, Tsimshatsui, HKSAR
Tel: (852) 2730 1868, Fax: (852) 2730 1878
Contact: Mr. Eric Che E-mail: eric.che@expotransworld.com
Mr. Andy Chan E-mail: andy.chan@expotransworld.com

SHANGHAI

Room 03, 21st Floor, Qiang Sheng Building, No.145 PuJian Road, PuDong, Shanghai,
P.R. China, Post Code: 200127
Tel: (8621) 5870 8717, Fax: (8621) 5870 8719
Contact: Mr. James Wu E-mail: james.wu@expotransworld.com
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BEIJING

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GUANGZHOU

Room 633, The Garden Tower, The Garden Hotel, No. 368 Huanshi Dong Lu, Guangzhou,
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Contact: Mr. Marco Liu E-mail: marco.liu@expotransworld.com
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SHIPMENT DIRECT TO SHANGHAI AIRPORT/SHANGHAI PORT

I. DEADLINES

- | | |
|---|------------------------|
| 1. ARRIVAL OF FREIGHT IN PORT OF SHANGHAI | |
| ■ (FCL ONLY) | November 12 – 15, 2011 |
| ■ (LCL SHIPMENT) -not recommended- | November 08 – 12, 2011 |
| 2. ARRIVAL OF FREIGHT IN SHANGHAI AIRPORT | November 14 – 16, 2011 |

II. DOCUMENTATION

A. *SHIPPING DOCUMENTS*

1. On all shipping documents, Ocean Bill of Lading, Airway Bill, consignee and notify party must be shown as follows:

CONSIGNEE

**SINOTRANS EASTERN COMPANY LIMITED
EXPOSITION LOGISTICS BRANCH
FLOOR 3, NO. 85 OU YANG ROAD,
SHANGHAI, PR. CHINA 200081**

NOTIFY PARTY

**LABELXPO ASIA 2011
C/O EXPOTRANSWORLD LTD.
Shanghai Office
ATTN. : MR. JAMES WU / MR. JACKY YAO
TEL NO.: (86-21) 5870 8717 FAX NO.: (86-21) 5870 8719**

Port of discharge for ocean shipment - **SHANGHAI Port**

Airport of discharge for air consignment - **SHANGHAI Airport**

(IMPORTANT!!! For Airfreight – You must ship by MAWB direct to the consignee, using a consolidator and a HAWB will cause a lot of extra handling at Shanghai airport, the extra cost are for account of shipper/exhibitor.)

III. INSURANCE & CONDITIONS OF HANDLING

Please note that all work is undertaken by Expotransworld Ltd. at owner risk and no direct insurance on exhibits is provided by us. Every exhibitor should make certain that all shipments are covered by a full comprehensive policy from the time of dispatch from work to SHANGHAI and return (including exhibition period).

All services and work undertaken by Expotransworld Ltd. are carried out exclusively according to the terms and conditions outlined in the Company Terms and Conditions of Trading, copies of which are available upon request.

IV. APPENDIX:

Form A: LOE – List of Exhibits

Form B: Non wooden packing declaration letter

Form C: Shipping label



EXPOTRANSWORLD LTD.

展览会名称 LABELEXPO 2011
Exhibition: 29th Nov. - 02nd Dec., 2011. SNIEC

Form A

展品清单 List of Exhibits (LOE)

参展者 Exhibitor							第 页 Page No.			
运输方式-海运/空运/陆运 Dispatched by - Sea/Air/Rail			原产地国家 Country of Origin			馆号 Hall No.		展台号 Stand No.		
箱号 Case No.	毛重(公斤) G/wt. (kg)	净重(公斤) N/wt. (kg)	长 (Length) 宽 (Width) 高 (Height) X X 厘米 (cm)			体积 (立方米) Volume (m ³)				
货物名称规格摘要 (请用中文填写) Description of Contents in Chinese	货物名称规格摘要 (请用英文填写) Description of Contents in English	商品代号 H.S. NO	数量 Quantity	单价 U/Price US\$	总价 Total US\$	展品处理方法 Disposal				
						回运 Return	已售 Sold	赠送 Donated	遗弃和消耗 Abandoned Consumed	
运单号 B/L		集装箱号 CTNR NO		总值 Total US\$						

** IMPORTANT : 1. THIS FORM MUST BE COMPLETED ACCURATELY BY COMPUTER AND SUBMITTED BY EMAIL.
2. ONE PAGE FOR ONE CASE ONLY.
3. THE COLUMN "H.S.NO." (HARMONIZED SYSTEMS) MUST NEED TO BE COMPLETED BY EXHIBITOR
4. THE MODEL NO. / SERIAL NO. MUST BE MENTIONED.
5. ALL TRANSACTION ARE SUBJECT TO THE COMPANY'S STANDARD TRADING CONDITIONS (COPIES AVAILABLE ON REQUEST FROM THE COMPANY) AND WHICH, IN CERTAIN CASES, EXCLUDE OR LIMIT THE COMPANY'S LIABILITY

(COMPANY'S LETTER HEAD)

无木质包装声明
Non-Wooden material Packing Declaration

Form B

致中国出入境检验检疫机构：

To the Service of China Entry & Exit Inspection and Quarantine Dept.

Dear Sir / Madam:

兹声明：本批展览品，数量：___件，重量：___公斤，

不含有木质包装。

本批展览品采用 ___包装（胶箱，铁箱，纸箱，薄于6毫米合成木）

This declaration letter is issued by ___(Company Name)___ located at _____ (Company Address). We hereby confirm that the packing material for _____ (Exhibition's name) / ___(Quantity / Weight)___ is non-wooden material. The packing material is made out of ___(See below*)___ (Plastic, Metal, Carton, Ply wood < 6 mm, etc.)

Remarks:

* This declaration letter is valid for the following scaled products:

* Six (6) ea. wheeled carts, made of surface-finished extruded particle board (chipboard) – weight / unit: 80 kg

* Six (6) ea. transport boxes made of coreboard (CLV board) with chipboard covering layers – weight / unit: 10 kg.

Thanks for your kind assistance.

Your faithfully,

(Date; Name in Block letter; Signature with Company Stamp)



Form C

LABELEXPO ASIA 2011
29th Nov. – 02nd Dec., 2011
SNIEC, Shanghai, China

EXHIBITOR :

HALL NO. :

STAND NO. :

G.W. :

N.W. :

DIMENSION : (L) X(W) X(H)

MADE IN :

CASE NO. : _____ OF _____