

**SHIPPING INSTRUCTIONS, CLEARANCE AND SITE HANDLING
TARIFF FOR INDIAN TRADE FAIR DUBAI 2013**

1. OFFICIAL SITE HANDLING AGENT

CLARION SHIPPING SERVICES (L.L.C)
PO Box 43030
Dubai, UAE

Contact : Exhibition Department E-mail : avarkey@clarionshipping.com
Tel No. 04 88 94948 sherly@clarionshipping.com
Fax No. 04 88 94947

2. DEADLINE DATES

Early Receipt of Sea Freight Shipments and Documents	12days Prior to Exhibition Opening
Early Receipt of Air Freight Shipments and Documents	9 days Prior to Exhibition Opening

In order to ensure the safe arrival of the exhibits to Dubai Airport/Seaport, smooth and swift customs clearance and timely delivery to exhibitor's stand, adhere to above deadline dates.

3. PACKING/MARKING

Packing should be addressed as follows:

Name Of Exhibitor	
Hall No. / Stand No.	
Exhibition Name	
Gross Weight	
Case/Measurement	

4. CONSIGNMENT INSTRUCTIONS

Bills of Lading and Airway bills should be completed as follows:

Consignee:

CLARION SHIPPING SERVICES (L.L.C)
P.O. Box 43030
Dubai, United Arab Emirates

Notify: Exhibition Full Name, Exhibitors full details with booth number & hall number

Pls mention in the nature/description fo goods in the AWB/B.L “ Exhibition Good for

The documents should also bear the following declaration:

In transit toExhibition Name....., Dubai for re export after the exhibition.

5. DOCUMENTATION REQUIREMENTS

1. INVOICE

Three originals of your “COMMERCIAL INVOICE” (**pls do not use proforma word in the invoice use “COMMERCIAL INVOICE & PACKING LIST** “ with details of items are required, at least two of which should have original signatures in colour pen with company seal / stamp and be addressed as follows, weight and number of pieces in the AWB and invoice should tally otherwise it will considered as copy and \$300 will be applicable as customs fine. **Pls mention Invoice Number, Date, No. Packages, weight & CIF vslue , Terms of Payment : Cash must mention in the commercial invoice. All the items must have commercial value. Pls send us a draft of commercial invoice inadvance and get approval from us before shipping the goods.**

Printed materials, CD's,DVD's Medical equipment , medicines , foods items etc are not allowed to send by land transport.

Name Of Exhibitor	
Hall No. / Stand No.	
Exhibition Name	

The Invoice must incorporate the following clauses:

We hereby guarantee that this is true and correct invoice, and that the goods referred to _____ Originate from _____ are manufactured and produced in _____
Signed _____ Designation _____

i. PACKING LIST

Three copies of your packing list are required. Alternately, this may be incorporated in the invoice.

ii. CERTIFICATE OF ORIGIN

An Original Certificate of Origin is required for OCEANFREIGHT SHIPMENTS and need only be certified by the Chamber of Commerce. It does not require legislation by the U.A.E. Embassy or Consulate.

A Certificate of Origin is not required for AIRFREIGHT SHIPMENTS.

6. AUDIO VISUAL AND CASSETTES

Films, videos and slides are subject to censorship in the U.A. E. All such items must be in English and must be sent in advance to enable censorship to be completed prior to the exhibition. These items should be sent to

\$75/CD,DVD's Screening/Censorship Charges.

A Commercial invoice should accompany with audiovisual items.

7. INSURANCE

It is the responsibility of the exhibition to ensure the adequate insurance coverage is available for the exhibits, whilst in transit to and from the exhibition site, whilst in storage and that the goods are covered if to be forwarded to origin or another destination at the end of exhibition.

Official forwarder is not responsible for any damage, missing or short landing claims of exhibits

8. CUSTOMS DUTY & DEPOSIT

Present Customs regulation impose a customs duty @ 5% CIF value for permanent import and Customs Deposit @ 7% CIF value for temporary import. Customs deposits are subjected to refund on re-export.

Customs duty minimum: US\$ 50.00

Customs deposit refund claim documentation fee: US\$ 150.00 / exhibitor / claim

Customs deposit claim is applicable for US\$ 150.00 & above, below US\$ 150.00 is not refundable

All temporary import exhibits must carry self identification marks / serial numbers either engraved or embossed on each & every piece & package of exhibits, also same marks & numbers must be inserted in commercial invoice & packing list, in absence of marks / serial numbers the deposit will not be refunded by UAE customs

Customs Duty / Deposit is against CIF value declared in commercial invoice, in some cases wherever customs feel the value is under quoted in commercial invoice, then customs inspection department will evaluate the actual CIF value of the exhibits, duty / deposit is applicable based on value evaluated by customs inspection departments.

All Deposit refunds are subject to UAE customs approval.

9. Temporary / Definitive Import

The nature of import to be declared in advance, definitive import cannot be changed to Temporary import, but temporary import can be changed to definitive import by paying US\$ 100.00 per shipment as change of status fee

Customs Duty/Deposit must be settled by the Exhibitor/ Agent before clearance.

OUR HANDLING TARIFF

1) SHIPMENTS ARRIVING BY SEA

A) INBOUND

- Customs Clearance & Delivery

Arrival Dubai Port

Minimum per Shpt.	Per Freight Ton	Per 20 ft Container	Per 40 ft Container
USD 400.00	USD 140.00	USD 1000.00	USD 1200.00

***Additional for O/T, F/R, H/C USD130.00**

- Above Rates are Inclusive of:
- Customs Clearance On Temporary Import
 - Delivery Order Fee
 - Port Handling Charges
 - Transportation from Seaport to Show Site

- **Site Handling (Per Exhibitor/per Shipment)**

Minimum per Shipment	Per Freight Ton	Per 20 Ft Container	Per 40 Ft Container	Per 40 Ft H/C Container
USD 150.00	USD 65.00	Min 25cbms	Min 50cbms	Min 55cbms

***Additional for O/T, F/R, H/C USD130.00**

Above Rates are Inclusive of:

- Un-stuffing of containers and/or vehicles upon arrival on site
- Delivery to individual exhibitors stand
- Removal of empty packing materials

****One Cubic meter of 1000 kilos whichever is greater**

B) OUTBOUND

- **Collection & Re-export**

Out of Dubai Port

Minimum per Shipment	Per Freight Ton	Per 20 ft Container	Per 40 ft Container
USD 500.00	USD 140.00	USD 1000.00	USD 1200.00

***Additional for O/T, F/R, H/C USD130.00**

Above Rates are Inclusive of:

- Transportation from Show site to port
- Bill of Lading Fee
- Port Handling Charges
- Customs Clearance for Export

- **Site Handling (Per Exhibitor/per Shipment)**

Minimum per Shipment	Per Freight Ton	Per 20 Ft Container	Per 40 Ft Container	Per 40 Ft H/C Container
USD 200.00	USD 65.00	Min 25cbms	Min 50cbms	Min 55cbms

***Additional for O/T, F/R, H/C USD130.00**

****One Cubic meter or 1000 kilos whichever is greater**

2) SHIPMENTS ARRIVING BY AIR FREIGHT

A) INBOUND

- **Customs Clearance & Delivery**

Arrival Dubai/Sharjah Airport

Minimum per Shipment	Per Kilo
USD 150.00	USD 0.65

Above Rates are Inclusive of:

- Customs Clearance on Temporary Import
- Official Airport Handling Charges
- Transportation from Airport to show site

- **Site Handling (Per Exhibitor/Per Shipment)**

Minimum per Shipment	Per Kilo
USD 150.00	USD 0.65

Above Rates are Inclusive of:

- Unloading of consignment upon arrival on site
- Delivery to individual exhibitors stand
- Removal of empty packing materials

B) OUTBOUND

- **Collection & Re-export**

Out of Dubai/Sharjah Airport

Minimum per Shipment	Per Kilo
USD 150.00	USD 0.65

Above Rates are Inclusive of:

- Transportation from show site to Airport
- Export customs clearance formalities
- Export documentation

- **Site Handling (Per Exhibitor/Per Shipment)**

Minimum per Shipment	Per Kilo
USD 150.00	USD 0.65

Above Rates are Inclusive of:

- Return of empty packing material
- Loading on trucks

3) CUSTOMS CLEARANCE AT U.A.E. BORDER WITH GCCs

- **Customs Clearance & Delivery**

Minimum per Shipment	Per Freight Ton
USD 400.00	USD 50.00

Above Rates are Inclusive of:

- Customs Clearance & Documentation at Customs at boarder

- **Site Handling (Per Exhibitor/Per Shipment)**

Minimum per Shipment	Per Freight Ton
USD 150.00	USD 65.00

Above Rates are Inclusive of:

- Unloading of consignment upon arrival on site
- Delivery to individual exhibitor's stand
- Removal of empty packing materials

** One Cubic Meter or 1000 Kilos whichever is greater

Note: The same will be applicable for outbound.

4) LABOUR & EQUIPMENT HIRING CHARGE

LABOUR	FORKLIFT	CRANE
Minimum per Labour USD24.00	Minimum USD 150.00	Minimum USD 500.00
Labor Per Hour USD12.00	Per Hour USD 75.00	Per Hour USD 250.00

5) CRANAGE FOR GROUNDING CONTAINERS AT SITE (IF REQUIRED)

20 Ft Container	40 Ft Container
Loaded USD400.00/LIFT	Loaded USD500.00/LIFT
Empty USD 400.00/LIFT	Empty USD 500 .00/LIFT

6) HEAVY LIFT SURCHARGES

Exhibits in excess of 1000 Kilos per package will be subjected to an additional charge of USD 10.00 per 100 kgs. These rates will apply to both the inward and outward movements.

7) LATE ARRIVAL SURCHARGES

The following surcharges will apply for consignments arriving after:

SEAFREIGHT

10 days before the exhibition	25% Surcharge
7 days before the exhibition	50% Surcharge
5 days before the exhibition	100% Surcharge

AIRFREIGHT

7 days before the exhibition	25% Surcharge
5 days before the exhibition	50% Surcharge
3 days before the exhibition	100% Surcharge

** For Late Arrivals, Delivery is subject to completion of customs inspection & other formalities, Official Freight Forwarder will not guarantee delivery before the opening of the Exhibition.

8) STORAGE CHARGE BEFORE AND DURING EXHIBITIONS

Sea Shipment arriving one month before the Exhibition	USD 15.00/Frt ton * Min 50.00
Air Shipment arriving three weeks before the Exhibition	USD 0.05/kg * Min 50.00
During Exhibition	USD 0.10/kg * Min 50.00

9) DEMURRAGE/STORAGE

Port/Airport and shipping line demurrage are applicable and payable additional, if the clearance is delayed due to wrong or non-receipt of documentation.

Demurrage & Storage free period for Sea freight shipments is five calendar days & storage for airfreight Shipments is three calendar days from date of its arrival

Following Persons can be contacted directly for any assistance / clarifications required at any time

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|------------------------------|---|
| 1. Mr. Abraham Varkey | – Cell # + 971 50 6783 672 or 009714 8894948 |
| 2. Ms. Sherly | - 009714 8894948 |

To know more about us, please log on to www.clarionshipping.com