



PIBL

International Shipping Instructions

**March 18-20, 2024 - Expo March 19-20, 2024
Las Vegas Convention Center**

Official Customs Broker and Freight Forwarder

PIBL - Phoenix International Business Logistics, Inc.
1201 Corbin Street
Elizabeth, NJ 07201

Attention:

Sally Mulkeen

Tel: 908.355.8900

Fax: 908.355.8883

E-Mail: smulkeen@phoenixlogistics.com

Freight originating from cities outside the United States requires special consideration not covered in the handling and shipping section of this manual. The U.S. Customhouse Broker is available to advise the best methods of transportation and proper documentation. Please address all inquiries to the above individual.

CUSTOMS CLEARANCE OPTIONS

PIBL can arrange to clear your merchandise through customs on a temporary or permanent duty paid entry. If you are intending to ship high value merchandise, we suggest you apply for an ATA Carnet in the country of origin. Carnets should only be utilized for high valued merchandise which is intended for re-export from the U.S. in the same condition in which they were imported. Merchandise entered into the U.S. under a Carnet and not exported is subject to U.S. Customs duty, penalties and or fines.

TRANSPORTATION SERVICES

For information regarding export services from your location to Las Vegas, please feel free to contact us at info@phoenixlogistics.com for the name and phone number of an agent nearest you.

MARKING

To ensure timely delivery to your stand, all cases should be marked as follows:

Name of Exhibitor

Name of Show and Exhibition Center

Booth number

Piece #1 /up

DOCUMENTS REQUIRED (Forward to Phoenix NJ)

Original Bills of Lading / Commercial Invoice / U.S. Customs Power of Attorney/Import Freight Information Sheet

OCEAN FREIGHT AND AIRFREIGHT SHIPMENTS

It is imperative that all documents be issued in English only. Documents issued in other languages will be translated at the expense of the exhibitor.

The Commercial invoice must contain the following details:

- Complete name and address of the exhibitor
- Quantity of each description
- Detailed description of merchandise
- Country of origin
- Individual and total price of each description
- Total value of shipment

All commercial invoices should mention that the shipment consists of exhibition goods to be exhibited at the show and whether the goods are for temporary or permanent importation. Temporary and permanent shipments cannot be consolidated and shipped under the same bill of lading. Separate bills of ladings and invoices must be issued. All goods intended for sale in the United States are subject to normal customs duty and taxes.

INTERNATIONAL SMALL PACKAGE SHIPMENTS

Small package shipments are defined as shipments less than 32kgs/70 lbs. Successful customs clearance and delivery of international small package shipments can be a challenge for trade show shipments. To reduce delays, additional expenses and possible non delivery of your shipment, we recommend exhibitors utilize PIBL's door to showsite dock customs clearance and delivery services. In conjunction with our overseas agents, our staff arranges the transportation, customs clearance, and the delivery of your small package shipment to the show at a competitive price. Please contact us to discuss the best method for handling your small package shipment.

CONSIGNEE & NOTIFY PARTIES

Consign & Notify both Air & Ocean Shipments as follows:

Consignee: Name of exhibiting company
C/O World Tea Expo Booth # ____
Las Vegas Convention Center
3150 Paradise Road
Las Vegas, NV 89109

Notify Party: PIBL – Phoenix Intl Business Logistics, Inc.
ATTN: Sally Mulkeen 908-355-8900

All documents such as invoices and packing lists should accompany air shipments and must arrive with the freight.

RETURN TRANSPORTATION OF EXHIBITION GOODS

After the close of the exhibition, Please make arrangements with PIBL for the return transportation of your exhibition goods to the country of origin or any other destination of your choice. Quotations may be obtained in advance from PIBL by emailing your requirements to the Phoenix agent listed above.

PAYMENT CONDITIONS

Invoices for services rendered on inbound movements are payable prior to delivery of freight to the exhibition center through our designated agents or directly to PIBL. Phoenix accepts cash, American Express or traveler's checks.

TERMS OF FREIGHT ACCEPTANCE

All freight shipments must be shipped to the U.S. on a prepaid basis.

TERMS AND CONDITIONS OF SERVICE

All business undertaken by PIBL is subject to the terms and conditions of service as recommended by the Freight Forwarders and Brokers Association, Inc. Text available upon request.

TERMS OF DELIVERY/DEADLINES FOR ARRIVAL IN US

In order to assure timely delivery to show site, freight and documents must arrive in the U.S. between 8 - 10 days prior to your move in date. A late surcharge will be applied to all shipments arriving within 5 working days of the show set-up.

US/CANADIAN BORDER CROSSINGS

Canadian exhibitors seeking to export exhibit materials to the U.S. should be advised that U.S. Customs will require an IRS identification number for the entry of these shipments to the U.S. If your organization does not have an IRS number, your U.S. Customs broker has the capability to file and receive a temporary IRS number on your behalf. Failure to provide this number to the U.S. Broker at the border crossing will result in delays. Show Management cannot provide their tax identification number to exhibitors as the importer of record must be the name of the exhibitor or a distributor representing the exhibitor.

Exhibitors expecting problems with border clearances should contact PIBL at 908-355-8900. For a fee, PIBL is prepared to clear your merchandise at the border or in Las Vegas using their IRS number as the ultimate consignee. Please contact them in advance to discuss document requirements.

RESTRICTIONS ON WOOD PACKING MATERIAL

The United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) has revised its import regulation for wood packaging materials (WPM), 7 CFR § 319. The final rule was effective September 16, 2006 with full enforcement began July 5, 2006.

The regulation restricts the importation of many types of untreated wood articles, including wooden packaging materials such as pallets, crates, boxes, and pieces of wood used to support or brace cargo. The regulations currently refer to these types of wood packaging materials as solid wood packing materials, defined as "wood packing material other than loose wood packing material, used or for use with cargo to prevent damage, including, but not limited to, dunnage, crating, pallets, packing blocks, drums, cases, and skids." Any WPM not meeting the treatment specifications of this rule will be immediately re-exported.

The rule states that regulated wood packaging materials must be marked in a visible location on each article, preferably on at least two opposite sides of the article, with a legible and permanent mark that indicates that the article meets the new requirements. Paper treatment certificates will continue to be accepted until July 5, 2006. Should you have any questions regarding the wood packing material used for your exhibit, please consult your local Phoenix agent, in house freight forwarder, or packing and crating company. Additional information on this subject can be found on the USDA Website:

<http://www.aphis.usda.gov/lpa/issues/wpm/wpm.html>

FSVP – Foreign Supplier Verification Program

The Food Safety Modernization Act (FSMA) enacted in 2011 implements a Foreign Supplier Verification Program that requires imported food producer/suppliers to appoint an FSVP Importer to verify that the imported food meets US food safety standards. Starting May 30, 2017, the FDA has begun implementing the FDA's Food Supplier Verification Program (FSVP). Thereafter, food entries imported by international exhibitors attending US Trade Shows must identify an appointed U.S. Based FSVP Importer willing to verify that the imported food meets US food safety standards. Food entries sought to be made after this date without identifying a US based appointed FSVP Importer or exemption could be denied entry into the U.S.

A central feature of the Food Safety Modernization Act (FSMA), the FSVP is intended to be a flexible, risk-based program to verify foreign suppliers and the safety of the food they produce. FSVP will require identification of the "FSVP importer" for food products imported by the foreign supplier into the U.S. The FSVP Importer is responsible for establishing foreign supplier verification programs to verify that that the foreign suppliers are using safe processes and procedures and that the food produced by the foreign supplier is not adulterated or misbranded. **Food shipments for trade shows are not exempt from the FSVP requirement.**

The U.S. based FSVP Importer must be identified on ACE entry documents after May 30, 2017. It is the responsibility of the exhibitor to appoint a U.S. based FSVP Importer.

PIBL's affiliate The Radius Group, Inc., with offices at 1201 Corbin Street, Elizabeth, New Jersey 07201 USA as its preferred vendor to act as the Foreign Supplier Verification Program (FSVP) Importer on behalf of Bar & Restaurant Expo exhibitors. The Radius Group Inc. specializes in providing Foreign Supplier Verification Programs for the Food Trade Show Industry.

Accordingly, The Radius Group is focused on seeking to ensure that international exhibitors can submit their food safety plans for evaluation and verification in enough time for The Radius Group to be appointed as FSVP Importer and approve such plans so that the exhibition food samples can be shipped in advance so as to enter the United States to be available at the Las Vegas Convention Center, Las Vegas , NV for the show.

International exhibitors seeking to appoint The Radius Group as their FSVP Importer after February 15th may find that there is not sufficient time for the evaluation and verification efforts required to verify that the imported food meets US food safety standards.

Accordingly, unless an exemption to the FSVP Rule applies or premium surcharges are paid for expedited evaluation and verification, their exhibition food samples could be denied entry into the United States in time for the exposition.

Learn more about the FSVP process by visiting www.theradiusgroupinc.com or requesting Importer appointment documentation by emailing info@theradiusgroupinc.com.



THE RADIUS GROUP, INC.

1201 Corbin Street; Elizabeth, New Jersey 07201 USA

Tel/Fax: 001 (201) 400-6616

Email: info@theradiusgroupinc.com

Web Page: www.theradiusgroupinc.com

Providing Foreign Supplier Verification Programs for the Food Trade Show Industry