Dear Exhibitors:

Shanghai Hi-expo International Logistics Co., Ltd has the honor to be appointed as the official Freight Forwarder and on-site handling agent of China International (Xiamen) Seafood Expo, which will be held in Xiamen International Conference and Exhibition Center, Xiamen, Fujian, China on May 26th-28th, 2016. We are pleased to have the opportunity to render our services to you, hope you will be satisfied with our experienced team and comprehensive service. This Shipping Guideline will facilitate you to understand the related preceding for exhibits transportation. To ensure that you will attend the fair duly and successfully, we advise you to read all points in this guideline carefully and cooperate with us according to the shipping guideline strictly.

Contact Information

SHANGHAI HI-EXPO INTERNATIONAL LOGISTICS CO., LTD
Add: ROOM 2501, NO.1666, NORTH SICHUAN ROAD SHANGHAI CHINA 20008
Contact person: Ms. Helen Sha   +86 18059800474
E-mail: helen.sha@hi-expo.com.cn

Consignee/ Contact:
PORT OF DESTINATION: Xiamen Port
CONSIGNEE: XIAMEN JIAYULONG IMPORT AND EXPORT CO., LTD.
ADD: ROOM 11, Unit B, The First Layer, Goods Market Building, No. 88 Xiangyu Road, Modern Logistics Bonded, Xiamen.

NOTIFY PARTY:
SHANGHAI HI-EXPO INTERNATIONAL LOGISTICS CO., LTD
Add: ADD: ROOM 7C2, BAOSHUI SHICHANG BUILDING, NO., 88 XIANGYU ROAD, HULI DISTRICT, XIAMEN, FUJIAN, CHINA
Contact person: Ms. Helen Sha   +86 18059800474
E-mail: helen.sha@hi-expo.com.cn.

NOTICE: If you choose our agency, please also send your information to amoyzzce@163.com

1. INBOUND MOVEMENT SERVICES AND TARIFF

1) Exhibition Logistic service fee: CNY 500.00/BL
2) operation onward charges

   CNY 950.00/CBM   MIN=5CBM
   CNY 850.00/CBM   MIN=10CBM
   CNY 550.00/CBM   MIN=23CBM
   CNY 450.00/CBM   MIN=46CBM

Service items: offer trade agent, declaration & commodity inspection in port, transport form Airport to exhibition hall, use forklift to unload in exhibition hall, send exhibits to booth and make all of them ready, send the packing materials after taking down to appointed storage
3) Others charges
A. Complete reimbursement for insurance expenses
B. Complete reimbursement for DOC, THC, Freezer storage and other port charges etc.
C. Complete reimbursement if there is port commodity inspection service cost, fumigation cost, spot-check cost etc.
D. Require cold storage warehousing surcharge. Cold storage service fee: CNY40/CBM, Storage fee: CNY4/CBM/DAY. The conversion ratio of the size and weight: 1 CBM = 300 KG
E. The charges above not including the extra cost of transport under customs supervision and the extra cost of supervise storage and unloading, the extra air freight of the returned cargo and the related cost, which caused by changing the way of customs declaration
F. Complete reimbursement for the security deposit if need a temporary import or other related cost.
G. The quotation above is the operation charge in work time, if need over time work will charge the extra cost.
H. PLEASE INFORM THE WEIGHT OF YOUR COMMODITY (PER PACKAGE) IS LARGER THAN 1500 KG OR THE VOLUMN OVER 5 CBM, THE TOTAL FEE WILL BE INCREASE 30%
I. The quotation is not including the VAT, the 6.83% VAT will be charged.
J. U.S. dollars at the exchange rate of CNY 6.1 fold

3. Time schedule and relevant deadlines

1) Notes: Please fill out the “Combined Packing list and Invoice” and send them to us as soon as cargo departure from origin. See appendix.

2) Shipment direct arrival in China at Xiamen Port: 3th, May. 2017

3) Arrival date of relevant documents (including bill, Declaration Forms and other shipping documents) ------ before cargo arrival destination port for 10 days.

4) Move-in date ------ May. 4th, 2017

5) Move-out date ------ May. 7th, 2017

NOTES:
The above time schedule and relevant deadlines for documents, information and exhibits must be rigidly observed and Any delay will be caused 30% additional charges, and the exhibitor will be responsible for all the result caused by the delayed.

4. 文件/DOCUMENTS

1) Combined Packing list and Invoice:
Please write both in Chinese and English;
The quantity of the listed exhibition commodities should be equal to that of the actual;
The price of the exhibition commodities should be based on CIF;
The gross weight and net weight should be listed on the list;
The mark could be seen clearly in the list and the package; Please provide with the H.S. Code.

2）Bill of way bill of lading/ telex release bill of lading
3）Declaration for non-wood packing materials (original/copy)
4）Heat Treatment and/or MB fumigation certificate (original) for wood packing materials
5）The zoology and botany inspection certificate.
6）Shipment Pre-advise/ Stand Layout Plan
7）Exhibition Invitation

5. Case marking

EXHIBITOR NAME:
HALL / STAND NO.:
CASE NO.:
GROSS WEIGHT:
NET WEIGHT:
DIMENSION (L"W"H):

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

6. Packing of exhibits

Exhibitors shall be responsible for the consequences of improper packing.

A）As exhibits are repeatedly loaded and unloaded during transportation, shocking/bumping will sometimes be inevitable. Moreover, exhibits will be placed outdoors many times, including open-air storage at the exhibition site before and after the exhibition. Therefore, exhibitors must take necessary precautions against damage and adverse weather conditions, since we can not assume any responsibility for the damage, especially when return exhibits are to be packed with used packing materials (the case as well as aluminum foil, plastic covers etc. would have already been damaged during unpacking).

B）The case must be strong enough to avoid damage during transportation as well as unpacking, and in particular, be suitable for repacking and for sale or return movement after the exhibition. Packing in cartons is not considered suitable for repeated handling, especially for valuable or delicate items.

C）As the customs requires the official forwarder to be responsible for every exhibit, exhibitors should not be allowed either to take any of their exhibits out of the exhibition site before, during and after the exhibition without prior arrangement with the Customs through us. We shall not be
7. **Quarantine inspection and fumigation**

A） **For cargoes with wooden packing**

1） Chinese Quarantine Authority strictly request that all cargoes with wooden packing, from all countries and regions, must undertake fumigation treatment.

2） 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.

3） Those wood composite products after being heated and pressed treatment, such as plywood, particleboard and fiberboard. Veneer core, saw dust, wood fiber and particle and other wood materials with its thickness equal or less than 6mm.

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

5） If the wood packaging materials without the approved mark or with approved mark being intercepted the alive harmful pest, the packing materials will be fumigated or the cargoes will be returned to the origin.

**Sample of Marking:**

![Sample of Marking]

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 authorities in export counties or territories;
- YY: The phytosanitary treatment measures: Methyl Bromide Fumigation - MB, Heat Treatment - HT

B） **For live animals/plants and foods**

1） For live animals / plants, Declaration form and Temporary Import application should be submitted to us in advance, and shipments can only be made after the permission of Chinese relevant authorities. (min. 6 weeks to process import permits covering all food & beverage exhibition samples) Because the fumigation procedure will take some time, the exhibitors are reminded not to expect to receive their exhibits very soon.

2） Apply for foods, including fruits, vegetables, tins, gems, exhibitor are required to submit the following document to China Entry & Exit Inspection and Quarantine.

   a) Original certificate
   b) Quarantine certificate provided by the quarantine department of the export country or area.
   c) Inspection certificate for foods provided by the quarantine department of the export country or area
   d) Health and sanitation certificate
According to the quarantine inspection authority, any kind of meat and dairy products are not allowed to be imported into China. So exhibitors are suggested not to transport or carry any of the said products.

All the charges of quarantine inspection and/or fumigation for the incoming and return shipments will be levied according to our Tariff.

8. Materials for Censoring

“Advertising materials, literatures and audio/video materials including films, lantern slides, recording tapes, video tapes, optical discs and magnetic media products, records, photos, maps, illustrations, directions, souvenirs, gifts, given-away and other publicity materials shall be allowed for display or use at the exhibition only after exhibitors have presented beforehand the above mentioned materials to Customs Officers for inspection and approval.

Therefore, exhibitors shall not make use of these materials before censoring. For this purpose, exhibitors should send samples of the above materials (2 copies) to us on site before the exhibition. All these materials will be handed over to the customs for inspection in advance.

9. Hand-carried exhibits

Exhibitors are strongly advised not to hand carry goods for this exhibition. However, exhibitors with hand-carried goods to the show, they should then declare to customs at the airport that their hand-carried goods are for exhibition purpose.

If hand-carried exhibits are detained by the Airport Customs Office, Hi-expo may handle the Customs declaration (in temporary basis) with a detention note issued by the Customs Office and collect back the goods from Shanghai Pudong airport (may take 2 working days, and the charge will be the same as inbound air-freight shipment). According to Customs regulation, hand-carried exhibits can not be hand carried out of China and should be re-exported by Hi-expo.

10. Stand layout plans

For those exhibits equipment, which over 1,000kgs in single piece, please complete the “Stand Layout Plans” showing exactly where this equipment should be placed in your booth. A surcharge will be levied for any repositioning of exhibits.

11. Insurance

All exhibitors are requested to have their exhibits fully covered insurance for the whole in/return journey, include exhibition period. Hi-expo will not be responsible for any loss of or damage to exhibits which are not insured by exhibitors.

12. Dangerous, radioactive, strategic and reefer cargoes

Some of the above items are prohibited/limited to move-in to the exhibition hall, and the carriers (Shipping Line and Airline) will only accept those cargoes subject to availability. So before shipping
13. Closing of exhibition

During the exhibition, our stuff on site will go to your booth to confirm and check the related issues about disposal of exhibits and fill out the "INSTRUCTIONS FOR DISPOSAL OF EXHIBITS "

Exhibitors must pay special attention to the following customs regulations:
A) Declaration of contents in each package must be correct
B) Items (e.g. personal effects, souvenirs bought in China etc.) other than those declared exhibits are absolutely not allowed to be returned together with exhibits.
C) Everything, having been declared to the Customs before the exhibition opening, must not be disposed or taken away by exhibitors without being declared to Customs after the closing of the exhibition. Otherwise, exhibitors should be responsible for any penalty by the Customs arising therefrom.

14. Return of exhibits

All return shipments will not be arranged before exhibitors have gone through all customs clearance procedures and handed over exhibits as well as submitted instructions to us. Once these instructions have carried out with customs and relevant transportation parties, any changes will not be accepted.

All the return shipment should be arranged by us, including the space booking of air or sea shipment. Otherwise, we will not be responsible for any consequences arising therefrom.

15. Payment

A. Deadlines for payment

1. Balance dues for inbound movement reaching our bank account ------ One weeks prior to the exhibition opening

2. Balance dues for outbound movement reaching our bank account ------ Before exhibits leave Xiamen

Please abide the above prescript strictly and settle all account before the deadlines, otherwise, we will not arrange the inbound movement and returning shipment accordingly and not be responsible for any consequences arising therefrom.

B. Our domestic account as below:

Bank Details:
Beneficiary Account Name: HI-EXPO INTERNATIONAL LOGISTICS (HONGKONG) CO., LIMITED
Account no. 801257692838 (HKD and Multi-Currency account)
Beneficiary Bank Name: HSBC
Beneficiary Bank Address: 1 QUEEN’S ROAD, CENTRA HONGKONG
SWIFT Code: HSBCHKHHHHK

More questions please contact committee:+86-592-3984091 Richard amoyzzce@163.com