

SHIPPING GUIDELINE

**China Qingdao International Stone Products
& Machinery Exhibition(Stone QD2011)
JULY 14 – 17, 2011**

**Qingdao International Exhibition Center
Qingdao, China**

Dear Exhibitors,

Schenker China Ltd., Qingdao Branch has the honor to be appointed as the sole official freight forwarder and on-site handling agents for the mentioned exhibition. We are more than pleased to offer our service and all the information you may need for shipping your exhibits to the Fair.

全球国际货运代理（中国）有限公司青岛分公司很荣幸被指定为本次展览会的运输总代理和现场运输服务公司，我们很高兴能够为您的展品运输提供我们的服务以及有关信息。

We forward with this letter our Shipping Guidelines and Official Price Tariff in which we outline the shipping requirements you may need. 随信附上我们的运输指南和标准费率给您。

Should you have any query, please do not hesitate to contact us.
如果有任何问题,请随时和我们联系。

Please address all your enquiries to the attention of 以下是我们的联系方式:

Daniel Yuan
Project & Logistics Manager
Daniel.Yuan@dbschenker.com
Tel:86-532-82971060
86-532-82971099 ext 321
Fax:86-532-82971033
HP :86-186-532-511-82
Schenker China Ltd., Qingdao Branch,

全球国际货运代理（中国）有限公司青岛分公司

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Schenker China Ltd., Qingdao Branch,

全球国际货运代理（中国）有限公司青岛分公司

A. SHIPPING DEADLINE 到货期限

Shipment direct arrival at Port of Qingdao / Qingdao Airport in China 展品直达中国口岸:

a) SEAFREIGHT:

FCL 整柜: Latest arrival at Port of Qingdao 海运到达青岛港: July 01, 2011

(10 days prior to the delivery to the exhibition stand)

FCL 拼箱: Latest arrival at Port of Qingdao 海运到达青岛港: JUNE 27, 2011

(10 working days prior to the delivery to the exhibition stand)

b) AIRFREIGHT:

Latest arrival at Qingdao Airport 空运到达青岛机场: July 4, 2011

(7 days prior to the delivery to the exhibition stand)

c) MOVE-IN DATE 入馆日期:

July 11-13, 2011

d) MOVE-OUT DATE 出馆日期:

July 17, 2011

IMPORTANT:

The above time schedule and relevant deadlines for documents, information and exhibits must be rigidly observed and we will not be responsible for any consequences due to the late arrival thereof.

展商必须严格遵守以上时间表及相关期限, 否则我司将不承担因晚到产生的一切后果

For sea-freight shipments with a direct arrival in China at Port of Qingdao, sending a Full Container Load (FCL) is recommended. For Less Than Container Load (LCL) shipments, exhibitors have to bear the risk that the Shipping Line/Port operator may not be able to unpack your container within the necessary time frame which may endanger our on-time pick up/delivery to the Fair. Our set deadline refers to cargo already drawn out from the container and ready for collection. To summarize, LCL shipments are not recommended.

所有海运货请以整集装箱发运, 散货拼箱货物可能会有所延误, 这是因有关船公司或港口代理不一定在短时间内掏集装箱时造成延误, 客户要承担此风险。我们所说的时间表仅指货物已到达港口/机场并可随时提货。

For overseas shipment, exhibitors should consult Schenker overseas Fairs Dept in their area through Schenker Qingdao for the collection deadline of your exhibits. Please contact them duly.

所有海外货物的托运时间表, 参展商可通过 SCHENKER 青岛联系 SCHENKER 海外展览部。

B. DOCUMENTS 文件

For proper importation & customs clearance timely. the following documents are requested:

a) List of Exhibits 展览品报关清单

b) Transport Order Form / Shipment Pre-Advise 运输托运单/货物到货通知

c) Two sets Bill of Lading (B/L) by ocean freight / one copy of Airway Bill (AWB) by Airfreight.

海运提单 2 套/空运单复印件 1 套

d) Declaration Form For Temporary Import (one page for each package):ATA CARNET—priority/LOE

暂准进口展览品报关手册(一箱一单): ATA 单证册为首选/LOE

e) Shipment consists of wooden box packing from USA, European Union Countries, Japan and South Korea Original Fumigation Certificates are strictly required. If there's no wooden packing on the shipment, exhibitor/shipper should issue a "Letter of Certificate" to certify the kind of packing.

所有从美国、欧盟国家、日本及韩国来的木料包装货物, 必须提供有关熏蒸证明正本。如非木质品包装, 参展商/发货人必须出具非木制包装材料声明。

IMPORTANT:

All documents must be provided to Schenker Qingdao latest 10 days before cargo arrival destination port.

有关文件请于货物到达目的港 10 天前送到全球货运代理（中国）有限公司青岛分公司展览部。

C. INSTRUCTIONS FOR SHIPPING DOCUMENTS (AWB, B/L) 运输文件、海运提单及空运单资料

For shipments send to Port of Qingdao/Qingdao Airport directly, consignee's name must be
从海外直达青岛港或青岛机场的展品，收货人为：

By Sea 海运

Schenker China Ltd Qingdao branch

No.51 Taiping Road, 29F

Shandong INTL Trade Mansion

Tel: +86-532-82971099

Fax: +86-532-82971033

Attn: Daniel yuan

By Air 空运

Schenker China Ltd Qingdao branch

No.51 Taiping Road, 29F

Shandong INTL Trade Mansion-COSCO AIR

Tel: +86-532-82971099

Fax: +86-532-82971033

Notify Party(for both Sea & Air Shipments) 通知人（海运及空运）：

Schenker China Ltd., Qingdao Branch

Fairs & Events Department

C/O stone QD 2011

JUL. 14-17, 2011 / Qingdao Int'l Exhibition Center

Exhibitor: XXXX / Stand No.: XXXX

Attn: Mr. Daniel Yuan

Tel: 86-532-82971099

IMPORTANT: Original shipping documents please send to Schenker Qingdao Fairs & Exhibition Dept. directly before shipment arrival destination port.

正本运输文件必须在货物到达目的港前快递到 SCHENKER 展览部

D. PACKING AND MARKING OF CASES 包装箱及唛头

Please ensure that your exhibits are packed in strong, water-proof wooden cases that are strong enough to protect the exhibits from damage and rain. All exhibits will be frequently handled during transportation, as well as being unpacked and repacked for the return movement. Boxes will also be stored in open-air or be placed outdoors.

因在长途运输途中，展品会被承运各方频繁装卸，并且会被多次置于露天场所或展览中心的露天仓库，所以包装箱应坚固耐用，以避免损坏或雨侵。尤其必须适用于展览会结束后重新包装和回运。

For the outside marking of all packages, please clearly mark as least 3 sides as follows 包装箱外三面必须清楚写上以下唛头：

STONE QD 2011

Exhibitor	: XXXX
Hall/Stand No.	: XXXX
Case No.	: XXXX
Gross Weight	: XXXX (kg)
Dimension	: L x W x H (cm)

For exhibits weighing over 1,000kgs, please clearly mark on the outside case the "Center of Gravity", "Front Side and Back Side" and "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.

如果单件展品重量超过 1000 公斤，请在箱子外面注明重心点，前面和后面，吊点，铲点。对于所有易碎和不能倒置的展品，也必须在箱外清楚注明。其它唛头必须适用国际惯例和包装符号。

E. CUSTOMS CLEARANCE 清关

Customs clearance and inspection will be enforced stringently on the fair-ground according to the "List of Exhibits" . To expedite smooth clearance and inspection, exhibitors are requested to complete the Form A clearly in both English and Chinese and separately pack their shipping items for:

- 1) Exhibition Product Goods
- 2) Decoration, Stand-building Materials, photographs, public relation materials
- 3) Office materials
- 4) Brochures, Catalogues and souvenirs
- 5) Foodstuffs and Beverages, alcohol, tobacco etc.
- 6) Movie films, slides records and CD, etc.

清关将按照《临时进口展品报关清单》在展场严格执行，为便于顺利清关，展商必须用中英文填写清单，内容包括：

- 1) 展品
- 2) 装饰品，展台搭建材料，图片，公关相关资料
- 3) 办公用品
- 4) 宣传品，产品目录及纪念品
- 5) 食品，饮料，酒类，烟等
- 6) 电影胶卷，幻灯片，CD 等

Exact name of item, model of machine, quantity, unit price are required in the "List of Exhibits", and value must be shown in US\$ figure – please do not write NCV or NVD. 展品的品名，机器型号，数量，及单价必须清楚填报于“展览品报关清单”，所有价值请以美元填报，切勿填报“无商业价值”等于价格框内。

According to China Customs regulation, all advertising literature, brochures, technical catalogues, slides, records, movie films, souvenirs and other publicity materials shall be allowed for display at the exhibition only after PRIOR CENSORSHIP performed by customs officers. 3 samples of each must be handed over to Schenker staff on-site for such purpose.

根据中国海关的规定, 所有广告手册、宣传册、技术说明、音盒音带、幻灯片、录音影带、纪念品及公关资料须经海关审核后, 方被允许在展览会上使用, 为此展商须在现场将样品一式两份交给 SCHENKER 现场项目经理以备核审之用。

Distribution or consumption materials such as: calculators, electronic watches, transistors tape recorders, alarm clocks, electric shavers and cameras for children, foods, beverage, and alcohol, cigarette, etc., are subject to import duties and taxes before distribution and/or self-consumption.

散发及派送物品, 如计算器、电子手表、钟、录音机、电动剃须刀及小孩的照相机、食品饮料、酒及香烟等, 须征税后才能散发或自用。

F. IVERY OF EXHIBITS 运送展品

Schenker will deliver exhibits to stand and unpack them against the signature of exhibitor or his authorized agent. It is recommended that exhibitor or representative must be present on-site during move-in period. Otherwise, Schenker will not be liable for any damage which may affect claims.

SCHENKER 公司会将展品送到展台, 等待参展商或他们的代理到场后签收、开箱。所以我们恳请参展商或代理人务必在进馆时间到达现场。否则 SCHENKER 公司对一些有可能发生的破损/索赔不负责任。

G. SURANCE 保险

All exhibitors are requested to have their exhibits fully covered for insurance for the whole in/return journey, including exhibition period. An original of the insurance policy should be brought to the fair in case of any necessary survey, Survey fee at exhibitor's own expense

所有参展商需要为他们的展品购买包括展览期间的全程保险。并将保险单的正本带到展览会备用。保险公司的调查取证费用由展商自负。

H. DANGEROUS, RADIOACTIVE, STRATEGIC AND REEFER CARGOES 危险品, 放射性物品, 战略性物品和冷冻品

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. Before shipping those items to the

Fair, please submit the specification and volume of the cargo for checking with the relevant parties for confirmation.

以上物品将被限制进入展览会; 另由于承运者(船公司和航空公司)亦有限度接受这些物品, 因此在安排运送以上物品以前, 请先提供该物品的所有详细情况以便预先和有关方面确认。

I. VERY IMPORTANT PROCEDURE FOR THE IMPORT OF WOODOR WOODEN PACKING MATERIAL TO CHINA 对于进境中国的木制包装箱的重要声明

Effective Date: January 01, 2006

实行日期: 2006 年 1 月 1 日

Observe District: All countries / Cities (Included Hong Kong SAR, Macau SAR and Taiwan)

适用区域: 所有国家/城市(包括香港, 澳门及台湾)

Observe Scope: 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.

适用范围：所有用于承运，包装，衬垫，支撑及加固货物的非人工制造的木制包装材料，例如：木箱，木制托拍，木制花篮箱，木棒及固定用木方，枕木及垫木等等

Exempted Scope: Wood composite products requiring heat and pressed treatment, e.g.: plywood, particle board, fiber board, veneer, core, saw dust, wood fiber and particle and other wood materials with its thickness equal or less than 6mm.

可享受豁免的范围：被挤压或加热处理过复合木制产品，例如：复合板，粒子板，纤维板，胶合板等，木制纤维及粒子或者其他木质材料的厚度需小于或者等于 6 毫米

Observe Requirement: China Entry & Exit Inspection and Quarantine required for all wood packaging goods to be imported. Heat Treatment/Fumigation is required at country of origin prior to shipping to China (Included Hong Kong SAR, Macau SAR and Taiwan).

入境要求：中国出入境检验检疫局要求所有进境的木制包装材料（含固定物）必须在出境地进行加热或者熏蒸处理（包括从香港，澳门台湾进境的木制包装材料）

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 on two opposite sides of the wooden packaging material.

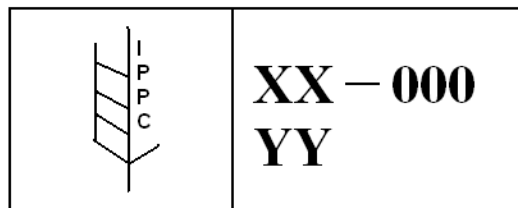
所有进境木制包装材料需在出境地进行加热(HT)或者甲基溴熏蒸处理（MB），并且需在木制包装材料两侧标注“IPPC”标识

The Mark should contain the valid symbol approved by IPPC, country code, unique number of producer / treatment designated by the National Plant Protection Organization (NPPO) of exporting countries and treatment methods (HT, MB).

标识中应含有有效的被认可的字符，如 IPPC，国家代码，唯一的制造码及国家植物保护组织（NPPO）或者出口国 处理法要求的标识(HT,MB)

If the wooden packaging material arrives without the approved mark or with approved mark but intercepts the live harmful pest, then the cargoes will be disposed of or return to the origin.

如果包装材料没有被认可的标识或者带有认可的标识但是含有有害生物的货物将被直接退回原发货地



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 authorizations in export counties or territories;

YY - The phytosanitary treatment measures, Methyl Bromide Fumigating - MB, Heat Treatment - HT

It is suggested to issue 2 Original Certificates, one certificate must be attached to the original air-waybill or ocean bill of lading sent to the consignee for submitting to China Entry & Exit Inspection and Quarantine. The 2nd original must be sent by courier service to SCHENKER destination Office. A copy of document must be sent by fax or mail to SCHENKER Office.

建议申请两份正本证明，一份随正本的空运单和海运单寄给收货人，以便及时递交给中国出入境检验检疫部门；第 2 份正本证明请寄给 SCHENKER 公司同时复印件请传真或者电邮给 SCHENKER 公司

For goods that are not packed with wood packing materials or are not loaded onto a wooden pallet, exhibitors or shippers are required to complete the form of DECLARATION OF NO WOOD PACKING MATERIALS. Please issue two (2) originals with company stamp and signature, one original must be attached to the original air-waybill or ocean bills of lading sent to the consignee for submitting to China Entry & Exit Inspection and Quarantine. The second (2nd) original must be sent to SCHENKER Qingdao Office. The copy of document must be sent by fax or mail to SCHENKER Office.

如果货物没有木制包装或者木制托盘，展商或者发货人需要提供“非木制包装声明”。请出示两份带有公司签章及负责人签字的非木制包装声明。其中一份正本，请随正本的空运单和海运单寄给收货人，以便及时递交给中国出入境检验检疫部门；第 2 份正本证明请寄给 SCHENKER 公司同时复印件请传真或者电邮给 SCHENKER 公司

Important Notice – In order to avoid problems with Wood Quarantine Inspections, (such as wooden bars on wooden pallets made from conifer wood) we highly recommend that all wood packing or wood pallet loading exhibits are Heat Treated/Fumigated at country of origin. Please issue two (2) original, one original certificate must be attached to the original air-waybill or ocean bills of lading sent to consignee for submitting to China Entry & Exit Inspection and Quarantine. The second (2nd) original must be sent to SCHENKER Office. The copy of document must be sent by fax or mail to SCHENKER Office.

重要提示: 为了避免由于木制检验检疫所产生的任何问题，例如一些原木制的固定材料，托盘等。我司推荐所有用于展品包装的木箱，木托盘及固定用方木都在出境地国家进行加热或者熏蒸处理。并且申请两份检疫证明，其中一份正本，请随正本的空运单和海运单寄给收货人，以便及时递交给中国出入境检验检疫部门；第 2 份正本证明请寄给 SCHENKER 公司同时复印件请传真或者电邮给 SCHENKER 公司

Failure to make the necessary arrangements for the handling of wood packing goods, the exhibitor / shipper will be responsible for the penalties from Chinese Government Authorities and the delay of exhibits delivery to stand on time.

展商及发货人将对木制包装材料由于没有进行必要的熏蒸处理而导致货物扣留，遣返回发运国，不能按时送至展台负责。

For full details, please visit the official website of China Entry & Exit Inspection and Quarantine.
有关具体细节，请参考中国出入境检验检疫官方网站

J. PAYMENT 付款方式

- 1) For Exhibitors who send exhibits through our overseas agents: all opening and closing charges should be settled with that agent directly
对于通过 SCHENKER 海外展览部操作的展商，所有进馆，出馆的费用都直接与 SCHENKER 海外展览部结算
- 2) For exhibitor who send exhibits to Schenker Qingdao direct- all opening and closing charges should be settled with us. We will provide service only after receiving payment from exhibitor.
对于直接发货给 SCHENKER 青岛的展商，所有进馆出馆费用应在进馆出馆前将费用直接付给 SCHENKER 青岛

K. CONDITIONS 运输条款

All invoices, raised for this exhibition, are due for immediate payment upon presentation, unless you have engaged the services of our overseas branches, in which case you will be invoiced by them directly. All payments must be made without any deduction or deferment on account of any claim, counterclaim or setoff prior to Show opening.

除非贵司由我海外公司提供服务并直收费，展会过程产生所有的所有费用应即时付款。所有费用应立即支付，不得以任何索赔、反诉或款项抵消等原因折扣或延迟付款。

All business of Schenker oversea and Schenker Qingdao - and their nominated Agents - is undertaken in accordance with the Standard Trading Conditions Copies available upon request. Furthermore, all work is undertaken at owner's risk. The exhibitors are liable for damages and additional cost resulting from the incorrect declaration of the weights and measurements of the packages, as well description of content of cargo mentioned on invoice/packing list. The tariff is not claimed to be comprehensive. 海外公司和青岛分公司及其指定代理公司所承担的所有业务与标准商业条款一致（副本应要求提供）。所有由运输产生风险由货主承担，展商对于货损以及由于发票及货物清单所提及货物重量、体积、货物描述等清关要素申报不正确所产生的费用负责。价格不予优惠。

Our liability terminates with the placing of the consignment on the exhibition booth (or as close as possible), and begins with taking over of consignments from the exhibition booth, regardless whether the exhibitor or his representative is present at on-site or not.

我司责任止于所托展品到达展台（或尽可能接近展台），始于从展台接管所托展品，无论展商或其代理是否在现场。