

SHIPPING, CUSTOMS AND FREIGHT HANDLING

We are pleased to advise that **EFI LOGISTICS** is appointed the official international freight contractor and onsite-handling agent for Tank Storage Istanbul 2009. **EFI** will provide a complete range of transport, customs and on site handling solutions.

International Customer Service Contacts

Contact the following office for assistance and to order services:



EFI LOGISTICS
Crown House, High Street
East Grinstead, West Sussex
RH19 3AF United Kingdom

Customer service contacts:

Susan Barton susan.barton@efilogistics.com

Ashley Head ashley.head@efilogistics.com

Telephone + 44 1342 317777

Facsimile + 44 1342 317600

Website www.efilogistics.com/sxsouthamerica.html

ON SITE SERVICES

EFI is the sole appointed freight handler for Tank Storage Istanbul 2009.

Our team is the only one permitted to operate freight handling services at the venue for this event. Please pre-book all services using the freight order form provided.

CUSTOMS CLEARANCE IN TURKEY

EFI are not able to take responsibility for the timely delivery of shipments that arrive in Turkey without prior notification or if incorrectly consigned shipping documentation is received. Please follow these instructions to avoid delays and extra expenses.

We suggest that you forward all copies of relevant documentation to EFI for approval prior to shipment of your goods.

FREIGHT ORDER FORM AND CREDIT CARD FORM

To book services with EFI Logistics all exhibitors must complete the **Freight Order Form**. If your company does not hold a current account with EFI a **Credit Card Form** must also be completed; these details can be given as payment or as a guarantee only, your preference can be indicated on the form.

INTERNATIONAL SHIPPING INSTRUCTIONS

Arrival deadlines

Shipments should arrive in Turkey by below method of transport no later than...

Truck Shipments at HALKALI TIR Customs Istanbul 1ST OCTOBER 2009

Air Shipments at ISTANBUL ATATURK AIPORT 1ST OCTOBER 2009

Ocean Shipments at AMARLI /KUMPORT PORT 25TH SEPTEMBER 2009

To avoid delay to customs clearance on arrival, all shipping documentation should be faxed or e-mailed to EFI at least 1 week prior to arrival of shipment.

Late shipments arriving on or after the arrival deadlines may require special attention to ensure prompt delivery to the show site. For those shipments a 50% surcharge to the tariff will apply and exhibitors will be debited for any additional expenses which may be incurred in order to customs clear the goods. EFI cannot be held responsible for the late delivery of such shipments.

CONSIGNEE INSTRUCTIONS

All documentation must be addressed as follows (this applies to Invoice, CMR, Air waybills and Bills of Lading)

CONSIGNEE: GRUPTRANS ULUSLARARASI TASIMACILIK VE TIC. A.S. – Istanbul – Turkey
clo (EXHIBITOR'S NAME – Hall / Booth)

NOTIFY: GRUPTRANS ULUSLARARASI TASIMACILIK VE TIC. A.S.
Tel: + 90 (212) – 426 27 28 / Fax: + 90 (212) – 624 68 69

FREIGHT MUST BE SENT PREPAID

SHIPMENT PRE-ALERT

Details of your shipment, along with copies of all relevant documentation must be emailed or faxed in advance for the Attention of Susan Barton to susan.barton@efilogistics.com or fax +44 (0) 1342 317600

MARKS AND PACKING

Fumigation is required for all WPM (Wood Packing Material)

Exhibits must be packed in accordance with international transport standards.

Please ensure your equipment is packed in strong, waterproof packing case, which lends itself to being re-packed after the exhibition. Please bear in mind that your exhibits will be in transit for long periods both to and from the exhibition, and that cartons are not suitable to withstand the constant handling, which takes place during transshipment. Exhibitors shall be responsible for the consequences of improper packing.

Please note exhibits will be examined by customs in Turkey. To avoid damage of packages during the physical inspection at /by customs we recommend that the packing is easy to be opened, in addition that pictures of exhibits, model name and serial numbers are affixed to the packing cases.

PACKING CASE SHOULD BE MARKED AS FOLLOWS:

TANK STORAGE ISTANBUL 2009

Exhibitors Name:

Hall / Stand Number:

Gross Weight:

Net Weight:

Case Nr / Total Nr. of Cases

CUSTOMS CLEARANCE - TEMPORARY IMPORT

We recommend goods for temporary import are accompanied with an ATA Carnet.

Temporary importation with a commercial invoice is subject to Bond Fee. Depending on the commodity and value of the cargo, this is between 35% and 60% of the CIF value. Advance payment for the bond fee must be made prior to arrival of the goods in Turkey and is refundable approximately 3 months after the goods have been re-exported. EFI will apply an indemnity fee of 15% of this amount per month with a minimum of 3 months.

Please see following page for details regarding documentation requirements. Please note in order to set up the temporary import bond we need documentation 2 weeks prior to arrival of shipment, bond fee is also payable in advance.

GUIDE TO CORRECT DOCUMENTATION

- ü *Invoice must be numbered and dated.*
- ü *Clear description of goods including make, model and serial numbers where applicable.*
- ü *Show Nr of cases, total kgs, amount of items, unit values and total CIF value (CIF Istanbul).*
- ü *Must be printed on letterhead with original signature and company stamp.*
- ü *Invoice for definitive import must bear the phrase 'Free of charge, value for customs clearance purposes only' and 'Goods are for definitive import for free distribution during show'.*
- ü *Invoice of temporary goods must bear the phrase 'Goods are for Temporary Import' 'Free of Charge'.*
- ü *Commercial invoice and packing list can be combined as one document provided that they clearly indicate dimensions, weight, harmonized codes, serial numbers of all goods and contents of each package and itemized pricing.*
- ü *Temporary and Definitive goods CANNOT be mentioned on the same invoice and must be packed separately.*
- ü *Please do not send any kinds of goods that are not on the invoice. Wrong declaration may cause confiscation of entire shipment.*

DOCUMENTATION FOR TEMPORARY IMPORT

Temporary Import with ATA Carnet

- ü *In section B of the ATA carnet "GRUPTRANS" must be written*
- ü *The "name of the exhibition" must be indicated in section C*

If 'GRUPTRANS' is not written in section B of the ATA carnet, a Power of Attorney must be arranged and approved by the local Chamber of Commerce of the exhibitor and Turkish Consulate

Temporary Import with Commercial Invoice

- ü *Commercial Invoice & Packing List (1 original + 1 copy)*
- ü *EUR (for EEC countries originated shipments)*
- ü *Certificate of Origin (for non EEC countries only)*

DOCUMENTATION FOR PERMANENT (DEFINITIVE) IMPORT

Commercial Invoice

- ü *Commercial Invoice & Packing List (1 original + 1 copy)*
- ü *EUR (for EEC countries originated shipments)*
- ü *Certificate of Origin (for non EEC countries only)*

Literature, consumables and giveaways

- ü *Giveaways are subject to restrictions, therefore please contact EFI with a detailed list of the goods you intend to send for pre-checking.*

QUOTATION REQUEST

To receive an estimated quotation please contact a member of our customer service team with the following information.

- ü Number of pieces, weights and dimensions
- ü Kind of shipment (temporary or permanent)
- ü For temporary import by commercial invoice or ATA Carnet
- ü FOB value per shipment

INSURANCE

Please make certain your goods are fully insured for shipment to, the duration of and return from Tank Storage Istanbul 2009 as our liability may be limited by our Standard Trading Conditions. EFI can arrange this for you provided you request this before shipment of your goods. Contact EFI direct for more information.

THIRD PARTY BILLING

On instruction of the exhibitor EFI will send charges to a third party (forwarding agent or contractor). However, should charges not be settled by that third party the exhibitor remains liable for charges, and EFI reserve the right to collect these fees from the exhibitor.

All work is undertaken by EFI and our agents in accordance with the British International Freight Association (BIFA) Terms and Conditions of Trading 2005. All charges raised in accordance with this event are due by the date shown on the invoice and must be settled in the currency of issue.

*A copy of our **Terms and Conditions** will be e-mailed to you as a separate document; please do not hesitate to contact a member of our customer services team should you not receive this.*