



9TH OIL CHINA EXHIBITION 2013

Sep 23-25, 2013

Agriculture Exhibition Hall

Beijing, P. R. China

SHIPPING MANUAL

For more information, please contact :

**MYFREIGHT INTERNATIONAL LOGISTICS
CO., LTD**

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9th Oil China Exhibition 2013

INTRODUCTION

We are pleased to have this opportunity to service all exhibitors participating in this exhibition. Our comprehensive range of services including customs clearance, transportation, on-site handling and re-export arrangements handled by our fully equipped and experienced team of executives, supervisors and workers.

This Shipping Manual will assist you in your preparation for the correct and timely despatch of your exhibits to China. We advise you to read this manual carefully in conjunction with the Exhibitor's Kit issued by the organizer.

The organizer has ruled that **no other** freight forwarder will be allowed to work on-site or within the exhibition hall other than the appointed Official Freight Forwarders. **MYFREIGHT INTERNATIONAL LOGISTICS CO., LTD.** will provide all lifting and handling equipment (such as pallet trucks, forklifts and cranes) on site for the moving-in of exhibits to the stands or vice versa.

We recommend that you engage the services of our overseas offices and agents worldwide for a complete logistics package for your exhibits ' door-to-door ' from your country to your exhibition stand in China. If you decide, however, not to use our recommended agents, we ask that you hand over this Shipping Manual to your freight forwarder for their compliance so that your exhibits can be correctly despatched and consigned to us. Failure to comply with the deadlines and instructions will cause unnecessary delays in clearance, and may lead to additional expenses incurred.

Use of Myfreight Logistics Company Ltd's services - be it partly or in full - and any requirement for additional services at any time before, during or after the exhibition express orally and/or in writing and/or by conduct, implies acknowledgement and acceptance of the foregoing.

PART I - OIL PRODUCTS

The following options may assist you to send your oils into Beijing show site:

1. With your luggage

The maximum limitation is 1.5 kg per each passenger from overseas according to the regulation of CAAC(Civil Aviation Administration of China). The customs officer has the right to inspect the luggage, and detain the extra part (not refundable).

2. Imported as diplomatic goods through the Embassy

If your embassy in China had imported your oil before, and will support and supply some of them for the exhibition display, we can arrange truck service upon your request to take from embassy up to you stand during the move-in date.

3. By Courier or Freight services under general Permanence import

By this manner, we will declare to the customs on behalf of exhibitor with the following original document and certificate supplied by exhibitor.

A. Documents Required for Customs and CIQ declaration

- 1. Health and Sanitary Certificate (1 Original)**
- 2. Product Country of Origin Certificate (1 Original)**
- 3. Phytosanitary Certificate (1 Original)**
- 4. Oil Label (front and back)**
- 5. Packing list and commercial invoice**
- 6. Enrolled number at ECIQ website**

Please pay attention to:

Every different specific on the oil bottle will be treated as different type of oil, such as different made year / brand name / content percentage /weight / value/ volume and or different country of origin per bottle.

The descriptions on the Documents and Certificates must be in detailed and strictly same as the actual oil bottle.

Failure to submit correct documents and certificates or failure to comply with the deadline will result in delays in the clearance of your products and destruction of same by CIQ. The freight forwarder Myfreight International Logistics Co.,Ltd cannot be hold responsible for that.

ECIQ enrolled. From October 2012, the CIQ enhances the management for imported food (included oil), so the overseas producer or agents must be enrolled. So please visit <http://ire.eciq.cn> and follow the procedure below to fill the application form.

B. Deadlines

Whatever the oil will be sent by sea or by air, the following documents must be submitted by exhibitor and reached our office before the deadline, they are:

- 1. Health and Sanitary Certificate**
- 2. Product Country of Origin Certificate**
- 3. Phytosanitary Certificate**
- 4. Bottle Oil Label (front and back)**
- 5. Packing list and commercial invoice**
- 6. Screen shot of record number given by eciq website**

The deadline for documents and shipment is as the following:

	Sea Freight (Xingang)	Air Freight (Beijing)
Documents copy arrival at Myfreight office not later than	Jun 8-9, 2013	Jul 20-21, 2013
Freight arrival port not later than	Aug 4-5, 2013	Aug 15-16, 2013

Please send the copy of the above mentioned documents to Myfreight office; we are willing to assist you to check if the documents are in accordance with the requirement. But we are not taking any responsibility for late delivery if the exhibitor could not offer the full set proper required documents on time. When you send your oil shipment through our appointed shipping agent in your country, please hand over all of original documents to our agent also. Our agent may open the packing to check the oil is in accordance with the documents. After the shipment departure from your country, please send us the copy of AWB/BL. If you will use own shipping agent/forwarder, please share with us their contact detail for direct communication between us.

C. Oil Products for Inspection

Each type of oil required to submit **three bottles** to CIQ department for inspection. Full shipment will only be released after it passes through the inspection process. Please prepare three bottles extra of every type of bottle oil for CIQ inspection.

D. Exhibition handling rate

1.Basic service charge	USD60.00/exhibitor
2.Consignment service charge	USD80.00/exhibitor
3.Application on oil import doc fee	USD220.00/exhibitor (less 19 types) USD320.00/exhibition (more than 19 types)
4.Translation and data input fee for oil label	USD25.00/set of label(front and back)
5.Label levy charge	USD120.00/ exhibitor (less 19 types) USD180.00/ exhibitor (more than 19 types)
6.Basic handling rate for airfreight from Beijing airport to the stand in Beijing	USD1.50/kg based on actual or volumetric weight whichever is the greater Minimum USD150.00/consignment (HAWB)/ exhibitor.
7.Airport Terminal Charge	USD0.30/kg based on actual or volumetric weight whichever is greater. Minimum USD60.00/consignment (HAWB)/ exhibitor.
8.Storage charge for air freight	USD0.04/kg/day Min USD3.00/day/consignment/exhibitor
9.Basic handling rate for seafreight from Xingang port to the stand in Beijing	USD180.00/cbm or 330kg whichever is the greater Minimum USD540.00/consignment/exhibitor
10.Xingang Terminal Charge	USD30.00/cbm Min USD60.00/consignment/exhibitor
11.Surcharge for wrong consignee if applicable	USD100.00/consignment
12.Duty and tax (for reference)	19.34% of CIF value (from New Zealand) 21.68% of CIF value (from Chile) 28.70% of CIF value (from other country)

- * The above rates (for both seafreight and airfreight) exclude stand dressing, assembly of display panels or machinery or decoration of any kind.
- * A 5% outlay commission will be imposed on all " Freight Collect " consignments.
- * China customs has right to revalue the shipment, and the duty and tax will be calculated based on the final value confirmed by China customs.
- * Current and actual cost levied by Container Freight Stations(CFS), and all third parties' charges incurred will be charged as cost.
- * **Non-oil product exhibition goods (mentioned on Part II) if packed with oil product, all of documentation and consignment as well as the handling charge are following oil product tariff.**

**PART II NON-OIL PRODUCT
EXHIBITON GOODS**

1. DEADLINES

Whatever the shipment is sent by sea or by air, the following documents must be offered, they are:

- a. Copy of Bill of Loading or AWB
- b. Declaration Form

And the deadline for doc and shipment is following:

	Sea Freight (Xingang)	Air Freight (Beijing)
Doc copy arrival at Myfreight office not late than	Sep 2-3, 2013	Sep 10-11, 2013
Freight arrival port not late than	Sep 9-10, 2013	Sep 19-20, 2013

2. EXHIBITION HANDLING RATE

1. Temporary import or export document formalities	USD350.00/shipment/exhibitor
2. Consignment Service Charge	USD50.00/consignment (HAWB) /exhibitor
3. Translate charge	USD5.00/page
4. Data input fee	USD5.00/page
5. Quarantine fee	USD5.00/package
6. Customs handling fee	USD50.00/exhibitor
7. Basic handling rate for airfreight from Beijing airport to the stand in Beijing	USD1.10/kg based on actual or volume weight whichever is the greater Minimum USD110.00 per consignment (HAWB) per exhibitor
8. Airport Terminal Charge	USD0.10/kg based on actual or volume weight whichever is greater. Minimum USD20.00/consignment (HAWB)/exhibitor.
9. Basic handling rate for seafreight from Xingang port to the stand in Beijing	USD110.00/cbm or volume weight whichever is the greater Minimum USD440.00/consignment/exhibitor
10. Xingang Terminal Charge	USD15.00/cbm Min USD50.00/consignment / exhibitor
11. Surcharge for wrong consignee if applicable	USD100.00/consignment

- * The above rates (for both seafreight and airfreight) exclude stand dressing, assembly of display panels or machinery or decoration of any kind.
- * A 5% outlay commission will be imposed on all " Freight Collect " consignments.
- * Duty and tax: as per as outlay. China customs has right to revalue the shipment, and the duty and tax will be calculated based on the final value confirmed by China customs.
- * Current and actual cost levied by Container Freight Stations(CFS), and all third parties' charges incurred will be charged as cost.

PART III OTHER INFORMATION

1. CONSIGNEE DETAILS

All exhibition goods despatched to **Beijing** by airfreight or **Xingang** by seafreight , shall be consigned "**Freight Prepaid**" as follows :

	<i>BEIJING OR XINGANG</i>
CONSIGNEE:	Boyuejincheng Int'l Logistics Beijing Co.,LTD. No.1707A,Diyang Building.H2 Dong Sanhuan Beilu, Chao Yang District Beijing, China 100027
NOTIFY:	MYFREIGHT INTERNATIOANL LOGISTICS CO., LTD TEL: 86-10-64076718 C/O: Oil Expo' 2013

2. CASE MARKINGS

For easy identification of exhibits, all packages must be marked as follows:

OIL EXPO 2013
 NAME OF EXHIBITION: _____
 STAND NUMBER : _____
 CASE NUMBER : _____
 G.W/N.W : _____
 DIMENSIONS(CM) : _____

3. RE-EXPORT

Exhibitors have to indicate to us and marked on the Declaration Form, the items that will be re-exported as well as the items that will be disposed of, consumed or given away at the end of the exhibition.

We will be circulating a Disposal Instruction Form to you in due course for your completion so that we can make arrangement base on that after the exhibition. Re-export formalities may take about 3 to 4 weeks to process before shipments can be sent out.

For goods destined for later exhibitions, our covered storage facility in Beijing can be utilized at a reasonable storage rate.

4. INSURANCE


As our tariff is computed on the basis of volume or weight and has no correlation with the value of exhibits, it follows that the cost of insurance cover is not included in our charges. It is the responsibility of each exhibitor to arrange Marine (Transport) Insurance covering transport to the exhibition, during the exhibition, and the return of the exhibits to domicile, including the period the exhibits are handled by us, and also ensure that Transport Insurance is arranged for exhibits sold locally.

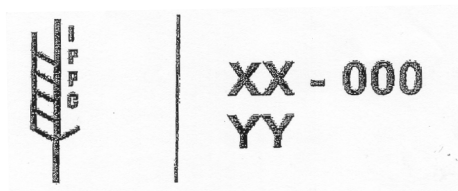
Upon written instructions, Myfreight Logistics Company Ltd can offer you insurance coverage at competitive premiums.

5. FUMIGATION

With effective from 1 January 2006, ALL CARGO WITH WOOD PACKING MATERIAL (WPM) to China (such as wood block cases, lath cases, wood pallets, wood frames, wood drums, wood axes, chocks, stow-wood, crossties and so on), fumigation must be arranged in the country of origin before sending the cargo to China.

To ensure the WPM is properly treated either by Heat Treatment (HT) or Methyl Bromide (MB), following information **MUST** be marked or stamped on the outside packing as the below sample:

1. IPPC Logo  | XX - 000
YY
2. ISO country code (XX)
3. Unique number assigned to the company (which carries out the fumigation procedure) by the national plant protection organization (000)
4. Fumigation method either HT -Heat Treatment or MB - Methyl Bromide (YY)



WOOD PACKING MATERIALS WITHOUT ACCEPTABLE STAMP OR NOT IN COMPLIANCE WITH THE ABOVE REQUIREMENTS MUST BE DESTROYED OR COMPULSORILY RE-EXPORTED WITH THE CARGO WITHOUT ENTRY INTO CHINA.

We suggest that you use non-conifer wood packing and shark-proof paper board to protect your product against the vigorous handling in full journey to the destination. Where necessary, please use dry ice to freeze your products for the entire transit period to Beijing. For exhibition purposes it is NOT advisable to ship your products in fragile packaging such as cardboard cartons as they may be subject to rough handling and stacking which could result in squashing or splitting.

6. Terms of Payment

Inward : immediatly payment after received our invoice by e-mail

Outward: immediatly payment after received our invoice by e-mail

And our account details is following:

Beneficial Name: MYFREIGHT LOGISTICS CO., LTD

Bank Name: BANK OF CHINA LIMITED BEIJING BRANCH, GUOHUADASHA SUB-BRANCH BEIJING

Bank Address: No. 3, Dongzhimen South Street, Dongcheng District, Beijing 100007, P. R. China. P. R. C

Swift: BKCHCNBJ110

Account No.: 331156013651