

ROCK-IT FACTS

ESSENTIAL INTERNATIONAL SHIPPING & CUSTOMS CLEARANCE INSTRUCTIONS & TARIFF



LUXURY & JCK SHOW 2018
May 30 – June 4, 2018 (Luxury) 1 – 4, 2018 (JCK)
Four Seasons Hotel, Mandalay Bay Resort & Casino & Delano Hotel
LAS VEGAS, NEVADA



The Reed Jewelry Group has appointed Rock-It Cargo Fairs & Exhibitions as the sole official provider of international air, ground and ocean shipping, customs clearance, freight forwarding and related logistics services for the LUXURY, JCK and related events. We can also transfer freight to or from related industry events via domestic and international air, ocean and ground freight. We encourage customers to contact us for a firm cost estimate and instructions tailored for their specific circumstances. Please send your inquiries regarding this event to our project manager:

**Mr. Louis Kerpan: ph# 310 216 6227 / fx# 310 410 0628 / louk@rockitcargo.com
cell# 714 333 7632 / Skype: louk.rockit**

Emergency & After Hours: 1 310 410 0935 (Please ask for specific person and they will be contacted)

Non-High Value Cargo Arrival CY/CFS/Airport: **LOS ANGELES (LAX), LONG BEACH (LGB), CA & LAS VEGAS, NV (LAS)**

Cargo Arrival Advance Warehouse Deadline Date: **MAY 21, 2018**

Cargo Arrival Showsite Deadline Date: **MAY 29, 2018**

High-Value Cargo Arrival Airport: LOS ANGELES, CA (LAX) or LAS VEGAS, NV (LAS)

Cargo Arrival Showsite Deadline Date: **As Per Advanced Arrangement**

The arrival deadlines shown above are suggested and can be tailored to the exhibitor's specific requirements with the acknowledgement of the exhibitor that certain clearance and delivery costs may be greater.

COURIER & HAND-CARRIED SHIPMENTS: Please contact us in advance for confidential planning, coordination and handling.

HOLIDAY WARNING: The Memorial Day holiday is celebrated on May 28, 2018. All government offices and most businesses are closed. Customs clearance services of any kind may not be available.

FCL Ocean shipments should arrive at Los Angeles or Long Beach Port/CY/Rail Ramp (10) working days prior to the exhibitor's target move-in date at the showsite. Shippers or their agents must send us sufficient information to comply with US Customs 10+2 Importer Security Filing (ISF) requirements for ALL ocean shipments **NO LATER THAN 72 HOURS PRIOR TO LOADING ONBOARD A VESSEL BOUND FOR THE UNITED STATES** or be liable for liquidated damages of \$5000.00 plus encounter serious delay in the clearance and delivery of their shipment. Please contact us at least one week in advance of loading of any cargo onboard a vessel bound for the U.S. for instructions on how to properly comply with these requirements.

NOTE CONCERNING DOMESTIC U.S. AIR, GROUND AND OCEAN FREIGHT: Rock-It Cargo can provide domestic air, ground and ocean freight services to and from any location within the United States.

SHIP TO & DOCUMENTATION INSTRUCTIONS: All inbound international freight should be shipped on a PREPAID basis to LOS ANGELES, LONG BEACH or LAS VEGAS consigned or addressed to:

Consignee:
ROCK-IT CARGO IMPORT SERVICES
On behalf of: (Exhibitor Name)
Name of Venue: _____
Address of Venue: _____
Las Vegas, NV, USA
Attn: Louis Kerpan
Ph# 310 216 6227 & louk@rockitcargo.com

Notify BEFORE Arrival:
ROCK-IT CARGO IMPORT SERVICES
5343 W. Imperial Highway, Ste. 900.
Los Angeles, CA, 90045
Attn: Viviana Ulloa & Gus Garcia
ph# 310 216 6222 & 310 216 6254
imports@rockitcargo.com

All ocean bills of lading should be 'EXPRESS' bills. ALL SHIPPER'S INVOICES SHOULD BE CONSIGNED IN THE SAME MANNER. Other documentation may be required depending on what is being shipped. All documentation must be approved in advance of shipping by Rock-It Cargo.

SHOWSITE CARGO HANDLING NOTICE: We are requesting exhibitors and their standbuilders to adhere to the following standards as a courtesy to their fellow exhibitors:

1. Freight will be delivered to the booths on the show floor strictly according to the **TARGET MOVE-IN SCHEDULE**. Any deviation from the **TARGET MOVE-IN SCHEDULE** must be approved in advance and/or may cause an increase in your showsite material handling costs.
2. Avoid keeping crates and cases in the aisles any longer than strictly necessary. Floor Managers and other Show Management personnel will be politely encouraging exhibitors and their standbuilders to not hold onto crates and cases blocking the aisles unless strictly necessary. Exceptions would be made for items such as tool boxes.
3. Freight should be labelled on at least two sides of each piece indicating the exhibitor's name, the name of the event and their booth number.
4. Freight delivered on any given date should be emptied and empty stickers with the correct color code attached by the end of the day when that particular piece of cargo has been delivered so the empty crate or case can be taken away for storage and not block the aisles.
5. Please do plan on empty case return at the end of the event to take from 2 to 6 hours. Plan your dismantling labor accordingly.
6. We encourage all pavilions and large booth exhibitors to submit in advance a freight and empty handling plan to the general contractor in advance.

PACKING, MARKING & SEALING:

1. Please mark all freight only with the name of the exhibitor, their booth number, the name of the event c/o Rock-It Fairs.
2. All full ocean containers must be sealed with high security bolt seals that comply with [ISO 17712 standards](#).
3. All Cargo must comply with ISPM 15 standards: see this [link](#) for more information about this matter. Goods that do not comply may be refused entry into the United States.
4. Certain products made of wood must comply with the Lacey Act; for more information, please see this [link](#).
5. Motor vehicles and engines must be empty of fuel and all batteries disconnected with terminals taped.
6. Lithium Ion batteries are considered hazardous/dangerous goods and subject to special handling, packaging, labeling and documentation requirements.
7. **PERISHABLE CARGO: Must be packed to withstand up to 48 hours outside of refrigeration or freezer. The ideal temperature that the cargo should be kept must be clearly marked on the outside of each package in degrees Fahrenheit (F). OUR LIABILITY FOR SPOILED OR MELTED PRODUCT IS ZERO!**
8. Goods that must be kept at separate temperatures must be shipped, packed and documented as separate shipments! **DO NOT MIX PRODUCTS THAT MUST BE KEPT AT DIFFERENT TEMPERATURES!**
9. **HIGH VALUE CARGO: Please contact us in advance regarding the packing, handling, documentation, insurance and shipping of high value cargo including hand-carried and courier shipments. SECURITY ARRANGEMENTS MUST BE MADE IN ADVANCE! Our liability for high value cargo is limited by our terms and conditions as well as international treaty.**

COST ESTIMATES, SHIPPING ORDERS & SECURITY ENDORSEMENTS: Rock-It Cargo requires that our customers or their agents receive a written cost estimate of their charges based on the information provided by the exhibitor or their agent. If the customer or their agent accepts the cost estimate, they or their agent must provide Rock-It Cargo with a written confirmation (for inbound charges) or a signed shipping order and security endorsement (for outbound charges) as well as a valid US Customs power-of-attorney and a completed Rock-It Cargo customer application/agreement. All cost estimates are subject to Rock-It Cargo's terms, conditions, limits of liability and instructions. The actual charges billed are based on the actual weight, dimensions, value, circumstances and other factors of an actual shipment.

ALL RETURN AIRFREIGHT IS HANDLED PER TSA REGULATIONS AS 'UNKNOWN SHIPPER' CARGO AND THEREFORE CANNOT BE SHIPPED ON PASSENGER AIRCRAFT. The exhibitor or their on-site representative must have their outbound freight packed, labeled and documented as per Rock-It Cargo's instructions to insure prompt pickup of the outbound freight.

U.S. IMPORT & SHOWSITE HANDLING ALERTS: We would like to draw your attention to the following commodities that require special documentation or handling: Motor vehicles, engines, food, beverages, extracts, dried plants & seeds, drug ingredients, food/beverage ingredients, chemicals, medical devices, drugs, biologics, lasers, textiles, wearing apparel, electronic equipment, computers and monitors. We recommend inquiring with us in advance to determine the specific requirements of the United States for the entry and re-export of your material. Please also note the following notes regarding our relationship with the general contractor and showsite material handling services.

1. **TRADEMARK, COPYRIGHT & OTHER INTELLECTUAL PROPERTY WARNING:** Exhibitors and their suppliers must be able to demonstrate upon request that they have a clear license to use trademarks, copyright and other intellectual property that is displayed or otherwise used by the exhibitor.
2. Motor vehicles and engines are subject to regulation by the U.S. Environmental Protection Agency and the U.S. Department of transportation. Please contact us in advance of shipping to learn about the entry requirements for these commodities.

3. ALL cosmetics, food, beverage and drug ingredients (including animal feed) products are subject to the U.S. Bioterrorism Act. This requires that the shipper register with the U.S. Food & Drug Administration (FDA) and provide Rock-It Fairs with an official prior notice made through the FDA's website. See this site for more information: <http://www.fda.gov/food/guidanceregulation/foodfacilityregistration/default.htm>. Furthermore, we request that all exhibitors sending health aids, toiletries and other sundries obtain approval from us in advance of shipping.
4. All rough diamonds entering the United States are controlled and regulated under the auspices of the [Kimberly Diamonds Process Certification](#). All shipments of rough diamonds must be accompanied by an original [Kimberly Process Certificate](#). All rough diamond shipments must be sealed in a tamper-resistant container as per [OFAC regulations](#). Exhibitors are encouraged to deal directly with the general contractor to settle their showsite material handling charges before the close of the event. Showsite material handling and deliveries or pickups that occur on the weekend or holiday are subject to overtime surcharges.
5. Exhibitors must contact Rock-It Cargo prior to the close of the event for instructions on how to properly complete the general contractor's outbound material handling agreement or form. Failure to do so can lead to delay and additional cost.
6. Equipment that emits radiation (including CRT's, lasers, DVD/CD devices and all microwave emitting devices must be registered and cleared through the U.S. Food & Drug Administration (FDA). Please see <http://www.fda.gov/Radiation-EmittingProducts/default.htm> for more information. The exhibitor or their forwarder must forward to us sufficient information to complete FDA Form 2877 (<http://www.fda.gov/opacom/morechoices/fdaforms/FDA-2877.pdf>).
7. If you intend on shipping any piece of cargo that weighs more than 19300 kilos or has dimensions greater than 12 meters long, 2.1 meters wide and/or 2.1 meters tall, please check with us in advance as this cargo may require special handling, escorts or permits.
8. Material being sent on an ATA carnet via ocean freight must include the carnet number and number of items listed on the carnet to be transmitted via AMS from origin by the steamship line or NVOCC to avoid delays with US Customs.
9. Products that contain material harvested from endangered or protected animal and plant species may require [CITES](#) export certificates issued by the origin country and import/export permits by the [U.S. Fish & Wildlife Service](#) or the [U.S. Department of Agriculture APHIS/PPQ](#). Examples of such material include mother-of-pearl, ivory, ebony, rosewood and mahogany.

RATES & COSTS: Please provide sufficient information to us for a firm cost estimate:

Number of Packed Pieces of Cargo & Description of Method of Packing (ie, crates, pallets, etc)
 Weight and Dimensions of Each Piece of Freight
 Description of Contents, Value and Type of Import Entry Desired (ie, Temporary or Permanent)
 Mode of Transportation
 Estimated Date of Arrival
 Special Handling Requirements
 Return Freight Destination and Mode of Transport

Tariff Notes:

1. Outbound Truck, Air or Ocean Freight Charges: We can provide a cost estimate for each outbound shipment depending on the following factors: Weight, Dimensions, Customs Status, Mode of Transport: Air, Ocean, Truck, Level of Service: Expedited or Deferred, Equipment: Ocean Container (dry, open-top, flatrack), Flatbed, Liftgate, Air-Ride, etc., Special Requirements (ie, Tarping, Blocking, Bracing, Inside Delivery, Overtime, etc), Destination Airport, Port or City.
2. All outbound freight charges subject to fuel and security surcharges in effect at the time of shipping.
3. All freight rates given in cost estimates are valid for at least 30 days from the date issued.
4. All showsite material handling services are provided exclusively by the official general contractor appointed by the show organizer. All showsite material handling services subject to the terms, conditions, limits of liability and instructions of the general contractor. We can pay these charges on a cost plus 20% basis and cannot be held liable for the timely and proper provision of such services.
5. The following items are charged as necessary: replacement value cargo insurance, port user or congestion fees, delivery coordination fees, translation, installation/dismantling labor, unpacking/packing labor, loading/unloading labor, heavy lift, other agency clearance fees, license fees, permit fees, special forms processing, overtime, courier costs, intensive examination costs, truck waiting time, storage, demurrage, warehouse handling or manipulation or any other service not otherwise mentioned.

6. All services subject to our terms, conditions, limits of liability and instructions. All services provided on straight time during regular working hours. Your actual charges may be higher or lower depending on the actual weight, dimensions, value, description, method of packing and circumstances of the actual shipment. All rates in U.S. dollars.
7. Payment for services required in advance unless credit arrangements have been agreed upon in advance. Payments made by credit card are subject to a 5% convenience fee. Bank fees associated with payments made by ACH, SWIFT or wire transfer are for the account of the sender/payer.

ROCK-IT CARGO GLOBAL NETWORK: Please contact any of the following offices, partners or agents of Rock-It Cargo for a complete round-trip cost estimate and shipping instructions tailored to your specific requirements in your own currency and language:

Additional partners and agents in these and other markets are available upon request. Please contact Mr. Louis Kerpan at Rock-It Cargo Fairs & Exhibitions:

Direct ph# 310 216 6227 Fax# 310 410 0628 Cell# 714 333 7632

E-Mail: louK@rockitcargo.com

Web: <http://www.rockitcargo.com> Skype: Louk.rockit

Those shown in **BOLD** are **IELA** members.

AUSTRALIA: Mr. Trent Powell, **CargoLive Australia**, Tel: 61 2 90990810, Fax: 61 2 90990811, trent.powell@cargolive.com.au

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BELGIUM: Mr. Georges-Th Merz, **Expo On The Move**, Tel: 32 2 333 2412, Fax: 32 2 333 2419, georges.merz@expo-onthemove.be

BENELUX: Ms. Annegret Mueller, **Schenker Fairs & Exhibitions**, Tel: 32 2 7163786, annegret.mueller@dbschenker.com

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SWITZERLAND: Mr. Peter Kubias, Cargonet Ltd, Tel: 41 4435524690, Fax: 41 44 5524694, peter.kubias@cargo.net

TAIWAN: Mr. Henry Lee, Sky-Bridge Express, Tel: 886 2 87727586, Fax: 886 2 87727587, skybridg@ms26.hinet.net

THAILAND: Mr. Nuttacom Rungrassamee, **Rogers Bangkok Co Ltd**, Tel: 662 752 6417-9, Fax: 662 752 6420, nuttacom@rogers-asia.com

TURKEY: Ms. Gizem Citkaya, Express Fair Logistics, Tel: 90 216 4786358, Fax: 90 216 3028674, gcitkaya@ekpreslojistik.com

UNITED ARAB EMIRATES: Mr. Byiju Daniel, **Masstrans Freight**, Tel: +971 55 5579085, Fax: +971 4 8855903, daniel@masstrans.ae

UNITED KINGDOM: Ms. Laura Banks, Charles Kendall Event Logistics, Tel: 44 208 8311376, Fax: 44 208 8311448, 1394 330611, lbanks@charleskendall.com

VIETNAM: Mr. Do Trung Kien, Rogers Vietnam Co Ltd, Tel: 84 8 35180055, Fax: Same As Tel, kien@rogers-asia.com

INTERNATIONAL SHIPPING & CUSTOMS FAQ'S

1. If I'm shipping my exhibit material from outside of the US, do I have to clear customs and pay duty? Yes. All shipments to the US, including small package express services such as FedEx, UPS and DHL must clear US Customs. If the items being shipped are subject to duty, you will also have to pay duty and customs user fees.
2. Who do I contact to arrange for international shipping and customs clearance? Louis Kerpan, Rock-It Cargo, ph# 310 216 6227, Cell# 714 333 7632 and louK@rockitcargo.com. Rock-It Cargo can introduce you to their local office, partner or agent in your market.
3. What if I have my own freight forwarder but only need customs clearance services? Please contact Rock-It Cargo for specific instructions to give to your freight forwarder and to receive a cost estimate.
4. What if I only need the IRS or EIN number for the show? Unfortunately, neither the organizer, the show, the venue or the general contractor can allow use of their IRS or EIN number for clearance purposes due to potential duty, tax and user fees liabilities. Call Rock-It Cargo for assistance.
5. How far in advance should I arrange to ship my material to the show? Rock-It Cargo recommends shipping no later than 5 weeks in advance of the final receiving date at the advance receiving warehouse for ocean freight or 2 weeks in advance of the final receiving date at the advance receiving warehouse for air freight or North American ground freight. Contact Rock-It Cargo for more specific instructions.
6. Can I ship food such as candy or beverages such as teabags in my shipment? Rock-It Cargo does not recommend including any food or beverage products in your shipment as this makes the shipment subject to very expensive and complicated Food & Drug Administration requirements.
7. Can I use small package express services for shipping to the show? Rock-It Cargo recommends that small package express services such as FedEx, DHL or UPS are appropriate for small, low-value and low-risk freight sent to the advance receiving warehouse. The risk is that your freight gets 'stuck' at the small package express carriers hub awaiting customs clearance. If the value exceeds 40 kilos or \$1000.00, please contact Rock-It Cargo.
8. What do I do when I get to the show site and my freight is not in my booth? First look in the vicinity of your booth as packages do get moved around during the move-in process. If your freight is still not found and you used Rock-It Cargo, call the Rock-It Cargo representative. If you used somebody else, go to the general contractor's service desk and see if they have any record of the shipment. If not, then call Rock-It Cargo for assistance.
9. Can I sell my samples that have come from outside of the US? If the goods have been entered temporarily under bond into the US on an ATA carnet or a TIB entry, then call Rock-It Cargo for instructions. If the goods were entered into the US definitively or permanently, then you may do what you wish with the material. However, in all cases, the buyer should be informed that they are responsible for any State or Local sales or use taxes. Therefore, you should record their name, address, phone and e-mail and provide them with an invoice in case of an inquiry after the close of the show so you can provide the State and Local tax authorities with that information in case of an inquiry.
10. What is showsite material handling? Showsite material handling is a service that the general contractor provides to accept the cargo at the showsite or advance receiving warehouse, place the cargo on the booth at the showsite, store the empty cases/crates/pallets and then move and load the re-packed cargo at the end of the show onto your outbound carrier's truck. These services are subject to the terms, conditions, limits of liability, schedule and instructions of the general contractor. These services must be paid prior to the close of the show. Rock-It Cargo can pay these charges on a cost-plus basis.
11. How do I arrange to ship my cargo at the end of the show? Please contact Rock-It Cargo to discuss.

REFER THE EXHIBITOR TO ROCK-IT CARGO FOR THESE OR ANY OTHER QUESTIONS RELATED TO INTERNATIONAL SHIPPING & CUSTOMS! CALL LOUIS KERPAN, 310 216 6227 OR 714 333 7632.