



G E O L O G I S T I C S

Expo Services LLC

**2004 International CES
Las Vegas, Nevada
January 8 - 11**

**Official International Freight
Forwarder and Customs Broker**

GeoLogistics Expo Services LLC
1123 Zonolite Road, Suite 22
Atlanta, GA 30306
Tel: 404-815-8816 * Fax: 404-724-9135
Contact: Margaret Churchill
Email: mchurchill@geo-logistics.com
www.geo-logistics.com

International Shipping

As the Official Freight Forwarder and Customs Broker, GeoLogistics Expo is appointed by show management to handle all international freight. Some of our services include the shipping of international exhibits to the show, completing Customs clearance procedures, delivering to the appointed site handling contractor, and re-exporting the freight at the conclusion of the show. We have designed our services to meet all your international transportation needs.

How is my shipment cleared through U.S. Customs?

Depending on your needs, we can clear your shipment in one of three ways:

- Permanent Duty-Paid Entry: used for all goods which will remain in the U.S. and will not be re-exported. This includes all giveaway items such as brochures and samples.
- Temporary Entry: allows goods to be imported temporarily into the U.S. without the payment of Customs duties and taxes.
- ATA Carnet: goods are imported without the payment of Customs duties and taxes, but may not be given away or sold. All items must be re-exported at the end of the show.

What documents are needed?

In order to clear the goods, we will need the following documents:

- Original ocean bill of lading *or* one air waybill
- Commercial invoices in *English* giving full description and value for each item contained in the shipment. The invoice should be issued to your company c/o the exhibition. Separate invoices for temporary and permanent items are useful.
- Packing list giving weight and dimensions of each package. This information may be included on your commercial invoice.
- Insurance certificate copy with the name of the local settlement agent in the US

When shipping by airfreight, the documents must accompany the shipment. For ocean freight, the documents should be sent as soon as possible to GeoLogistics Expo in Atlanta.

What services can GeoLogistics Expo provide at the exhibition?

Our staff is available to assist you before, during and after the exhibition. We will confirm that your shipment has been delivered to your booth. During the exhibition, we will meet with you to confirm the return shipping instructions. We will handle all the details for you.

What are GeoLogistics Expo's payment terms?

Our terms and conditions require that all transportation services be paid to GeoLogistics Expo Services Inc. before the show opens. International exhibitors may make credit arrangements through our coordinating offices in their home country. Payment may also be made via wire transfer or credit card.

How do I contact GeoLogistics Expo in my country?

We have GeoLogistics Expo offices in most countries. If you do not see your country listed, please contact us and we will assist you.

Canada

GeoLogistics Co.
800 Stewart Graham Ste 346
Dorval, Quebec H4Y 1J6
Contact: Dan Reed
Tel: 514 828 4328
Fax: 514 828 9315
Email: dreed@geo-logistics.com

China

Natural Ltd.
Room 307, Beijing CIEC Bus. Ctr
No. 6, East Beisanhuan Road
Chao Yang District, Beijing 100028
Contact: Ms. Zhong
Tel: 86 (010) 6461 9484
Fax: 86 (010) 6461 9507
Email: zhongyuan@natural-btg.com.cn

Denmark

Danzas ASG Eurocargo A/S
Banemarksvej 48
DK 2605 Brøndby
Contact: Jesper B. Orvad
Tel: 45 43 57 91 00
Fax: 45 43 57 92 79
Email: fairlogistics@dk.danzas.com

Finland

Nurminen Prima Oy
Vanha Porvoontie 231
FIN-01380 Vantaa
Contact: Kaija Hakkinen
Tel: 358 9 5843 700
Fax: 358 9 5843 7272
Email: kaija.hakkinen@nurminenprima.com

France

GeoLogistics France SA
Rue du Pavé, Batiment 3210-Zone de Fret 6
BP 10211, 95703 Roissy CDG Fret,
Contact: Eric Roignant
Tel: [33] 148624102
Fax: [33] 148629289
E-mail: eroignant@geo-logistics.com

Germany

GeoLogistics Expo Services GmbH
Messegelaende, Halle 9
Frachtzentrum
60327 Frankfurt/Main
Contact: Gernot Iven
Tel: 49 69 75 60 02 41
Fax: 49 69 75 60 02 42
Email: given@geo-logistics.de

Hong Kong

GeoLogistics Ltd.
19/F Broadway Centre
93 Kwai Fuk Road
Kwai Chung N.T., Hong Kong
Contact: Tony Yan
Tel: 852 2211 8528
Fax: 852 2365 8907
Email: tonyyan@geologistics.com.hk

Israel

Amit Ltd
Air-Port City
Ben Gurion Airport
Maman Building, PO Box 58
Tel Aviv, 70100
Contact: Ron Berry
Tel: [972] 39720000
Fax: [972] 39720111
E-mail: ron@amit.co.il

Italy

EXPOTRANS MTO S.r.L.
Via Triboniano 107,
I-20156 Milano MI
Ph: 39 02-3340-3904
Fax: 39 02-3349-7382
Contact: Fabio Malensek
Email: fabio.m@expotrans.it

Japan

GeoLogistics Ltd.
Segi Building 4 Floor
7-1 Iwamotocho, 1-Chome
Chiyoda-ku, Tokyo 101-0032
Contact: Hiroshi Hyogo
Tel: 81 (03) 5821 4611
Fax: 81 (03) 5821 4610
Email: expo@geo-logistics.co.jp

Korea

GeoLogistics Expo Services
(Korea)
15F PMK Bldg. # 746
Yeoksam-Dong,
Kangnam-Ku, Seoul 135-080
Korea
Contact: Jim Lim
Tel: 82-2-2192 7426
Fax: 82-2-539 9420
Email: jimlim@geologistics.co.kr

Netherlands

4EXPO b.v.
Edisonstraat 34
6902 PK Zevenaar
Contact: Peter Dirksen
Tel: 31 (316) 333 600
Fax: 31 (316) 528 154
Email: 4expo@wx.nl

Spain

GeoLogistics SA
Centro de Cargo Aerea,
Oficina 704 Piso 7a
28042 Madrid
Contact: Santiago Salso
Tel: 34 91 67 39 644
Fax: 34 91 66 91 004
Email: ssalso@int.geo-logistics.com

Sweden

Danzas Trade Fairs & Events AB
Box 47114
SE10074 Stockholm
Contact: Johan Zethelius
Tel: 46 87 44 66 07
Fax: 46 87 75 30 48
Email: johan.zethelius@se.danzas.com

Switzerland

Natural AG
J. Renfer 7
CH-2504 Biel-Bienne
Contact: Markus Eichenberger
Tel: 41 (0) 32 344 40 06
Fax: 41 (0) 32 344 40 19
Email: markus.eichenberger@natural-transport.ch

Taiwan

GeoLogistics Ltd.
11th No. 192 Rueiguang Road
Neiku Chiu
Taipei, Taiwan R.O.C. 114
Contact: Tiger Wey
Tel: 886 2 26 59 62 99
Fax: 886 2 26 58 72 21
Email: twey@int.geo-logistics.com

United Kingdom

GeoLogistics Expo Services Ltd.
Royal Court, 81 Tweedy Road
Bromley, Kent BR1 1TW
Contact: Garcia Newell
Tel: 44 20 8461 8862
Fax: 44 20 8461 8866
Email: gnewell@geo-logistics.com

2004 International CES - Las Vegas - January 8 - 11

Consign all international shipments and corresponding documents as follows:

Consignee: "Your Company Name"
C/o 2004 International CES,
Booth No. _____
Las Vegas Convention Center
3150 S. Paradise Road
Las Vegas, NV 89109 USA

Notify: GeoLogistics Expo
1123 Zonolite Road, Suite 22
Atlanta, GA 30306
E-mail: expousa@geo-logistics.com
Tel: 404-815-8816
Fax: 404-724-9135

Mark all goods as follows:

"Your Company Name"
C/o 2004 International CES,
Booth no. _____
Las Vegas Convention Center
Las Vegas, NV USA
Made in (country of origin)

Arrival Deadlines:

Deadline for arrival of LCL sea freight to Long Beach port:
Deadline for arrival of FCL sea freight to Long Beach port:
Deadline for arrival of air freight at Las Vegas (LAS) airport:

December 3rd
December 10th
December 12th

The above Arrival Deadlines are based on delivery to the advance warehouse by December 19th.
Please contact GeoLogistics Atlanta for arrival deadlines based on delivery direct to the show site.

The most important steps to take:

Preparation:

- **Plan to ship early** – Advance planning reduces your shipment costs. With increasing security procedures causing delays to and from the United States, **it is imperative that you meet the deadlines above**. Note that dates above are deadlines, not targets. Arrival up to 3 weeks before the deadlines are welcome
- **How to ship** – Choose the method of shipment that works best for your exhibit. Select ocean freight if your schedule allows for up to 6 weeks transit. Choose air freight for a much shorter transit time. Small ocean freight shipments (shipments under 1 cubic meter) incur several minimum charges, so air freight is sometimes less expensive than sea freight.
- **Notification** – You must notify GeoLogistics Expo of the details of your shipment. List GeoLogistics Expo at the above address as the notify party on all shipping documents. All shipping documents must be faxed to GeoLogistics Expo as soon as they are issued.
Only GeoLogistics Expo can clear your shipment through U.S. Customs.

Details:

- **Labeling and Packing** – U.S. Customs requires that all goods be permanently marked with their country of origin. Clearly label every piece with your company name, the name of the show and your booth number. Large labels work best. Be sure that your packing materials are adequate for both the means of transport and the sensitivity of your goods.
- **Documentation** – Prepare a commercial invoice in English with complete descriptions and model/serial numbers. List harmonized numbers if available. Include a packing list with the dimensions, gross and net weights of each package shipped.
- **Insurance** – Take out adequate insurance to cover your exhibit to and from the show.

