

EXPO 2010 Shanghai, CHINA

Logistics Manual

1. Transport Schedule and Time Limit

1.1 Transport plan and arrangement

Official participants shall, at least 45 days prior to the shipment of the first batch of cargo, submit a detailed transport plan on all items of their cargo intended for Expo 2010 (this transport plan shall include, without limitation, the carrier, goods information, shipment time, arrival time, name of vessel and voyage or flight, and shipping schedule after the conclusion of Expo 2010).

1.2 Requirements on arrival of overseas goods at Chinese ports

a. For goods shipped by sea, the latest time to arrive at Shanghai Port (namely the time when the ship arrives at the port and the goods are ready to be picked up) is 7 working days prior to admission into the pavilion.

b. For goods shipped by other means (air and land), the latest time to arrive at Shanghai Airport (namely the time the means of conveyance arrives at the airport and the goods are ready to be picked up) is 5 working days prior to admission into the pavilion.

For goods shipped by sea, the Organizer recommends that participants ship them in a FCL way, because after goods shipped in a LCL way arrive at the port, it usually takes 1-2 weeks for the shipping company or port staff to sort goods, which may influence the exhibits arrangement that follows.

1.3 Requirements on arrival of shipping documents

A list of articles (including a List of Exhibits (see Annex I) and a list of other goods) and a Pavilion Layout Plan (when a single exhibit weighs more than 2,000 kg,

or its length is more than 6 m, or its width is more than 2.3 m, or its height is more than 2.5 m; see Annex II) shall be submitted to the logistics service provider designated by the Organizer at least 20 days before the goods arrive at the host city of Expo 2010; other customs clearance documents shall be submitted to such logistics service provider at least 1 day before the goods arrive at the host city.

The original list of articles, which needs to be signed by the Section Commissioner-general or his/her authorized representative, will be used as the basis for the Logistics Center of Expo 2010 to perform examination and approval of Expo 2010 materials, which may be entitled to preferential policies regarding customs clearance and taxation.

2. Unpacking and Delivery

2.1 Exhibits

- As instructed by the official participant or its authorized representative after completion of relevant procedures for customs clearance and inspection, the designated logistics service provider will deliver the participant's exhibits to its pavilion and assist in unpacking. The official participant shall assign special persons to supervise the unpacking and positioning of the exhibits on the spot during their entry into the pavilion.
- During the entry of exhibits into the pavilion, the official participant or its authorized representative must operate strictly in accordance with arrangement made by the on-site personnel of the designated logistics service provider.

2.2 Other goods

When other goods are delivered, official participants shall assign special persons to sign in and accept the goods at the place of receipt.

3. Repacking for return shipment

During return shipment of exhibits, the designated logistics service provider will, as instructed by official participants or their representatives, repack their exhibits. Official participants shall assign special persons for on-site supervision.

During the course of Expo 2010, on-site personnel of the designated logistics

service provider will visit the pavilions of official participants to confirm and verify matters of exhibits handling and fill in an Exhibits Return Shipment Consignment Sheet

Without the confirmation by the Organizer and prior application to and approval by the customs, no official participant may carry or transport any exhibits out of the enclosed area before, during and after the course of Expo 2010.

During withdrawal from the pavilion, official participants or their authorized representatives must operate strictly in accordance with arrangement made by on-site personnel of the designated logistics service provider.

4. Package

Packages of overseas goods must be secure and durable. Official participants must take necessary preventive measures to avoid damages of overseas goods, because they will be loaded and unloaded frequently in transit – sometimes unavoidably leading to shock and collision, and placed in the open air many times – thus liable to impacts of natural factors (e.g., rain).

4.1 Used package

For goods to be shipped back after the conclusion of Expo 2010, it is recommended that official participants make their best efforts to avoid using wooden packages, especially for those valuable or precise goods.

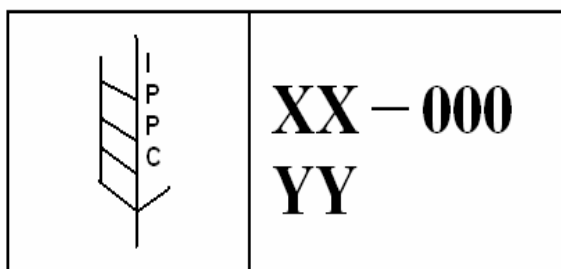
4.2 Wooden package

Pursuant to provisions of Chinese laws, all goods contained in wooden packages from overseas must be disinfected.

Wooden materials from all countries, regions and cities (including Hong Kong, Macao and Taiwan) which are used to bear the weight of, pack, mat, support and secure goods, such as wood-board boxes, wood crates, wood pallets, wood shafts, wood wedges, stow wood, wood sleepers and backings, must be subject to inspection and quarantine by the Chinese inspection and quarantine authorities. These materials exclude wooden materials artificially synthesized or made through deep processing like heating and compression (such as plywood, shaving board, fiber board core, sawdust, wood wool and paring, as well as wooden materials with thickness equal to or less than 6 mm).

Wood packages used for goods shall, under the supervision of government quarantine authorities of export countries or regions, either undergo heat treatment (HT) or be subject to methyl bromide (MB) pursuant to the International Plant Protection Convention (IPPC), and shall be labeled with the special marking prescribed by IPPC on two opposite sides of wood packages. This marking shall include the English abbreviation of IPPC, the country code, the unique number assigned by the national plant protection organization (NPPO) to the producer of the wood packaging material, and disinfection method (HT or MB).

A sample of the marking is shown below:



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 countries or territories;
 YY - The phytosanitary treatment measures, Methyl Bromide Fumigating - MB, Heat Treatment - HT

IPPC – Abbreviation of

International Plant Protection Convention

XX – Two-letter country code assigned by the International Organization for Standardization (ISO)

000 - Unique number assigned by NPPO to the producer of the wood packaging material

YY – “HT” for heat

treatment or MB for methyl bromide

If a wood package is not labeled with the special marking prescribed by IPPC or, though with the marking, is found containing living pests in spot-checking, the designated logistics service provider will either have the package treated to eliminate pests or ship it back to the export country.

4.3 Shipping Marks

An official participant shall print shipping marks clearly on at least two sides of the external package of all its goods, in the format given below:

Expo Name: World Exposition Shanghai China 2010

Official Participant: XXXX

Pavilion.: XXXX

Pavilion Section No.: XXXX

Package .: XXXX

Gross/Net Weight: XXXX kg

Size: Length×Width×Height cm

Country of Origin:

For any single commodity that weighs more than 1,000 kg, words like “Top”, “Front”, “Back” and “Hoisting Point” shall be indicated outside the package; this also applies to any goods that are fragile or require to be kept vertical during handling. Other marks shall be subject to international management rules on packaging marks and symbols.

5. Hand-carried exhibits

Official participants are not recommended to hand-carry exhibits for exhibition.

If it is necessary for an official participant to participate in the exhibition with hand-carried exhibits, such exhibits shall be declared at the Shanghai Airport, for which the List of Exhibits (original) signed by the Section Commissioner-general or his/her authorized representative is required to be submitted on the spot. The designated logistics service provider can handle clearance formalities for such exhibits on behalf of the participant.

Pursuant to provisions of the Chinese customs, hand-carried exhibits are not allowed to be carried out of China with hand; instead they must be declared and shipped out.

6. Insurance

It is recommended that official participants have their exhibits ensured against transportation risks. PICC Property and Casualty Company Limited, a global partner of Expo 2010, has already developed a full spectrum of insurance solutions. See the Expo 2010 Guide to Cargo Transportation Insurance (to be separately published by the Organizer) for details.

7. Time for Payment

7.1 Imported Goods

Logistics expenses associated with imported goods shall be paid into the account designated by the Organizer prior to delivery of the goods.

7.2 Return shipment of goods

Logistics expenses associated with return shipment of goods shall be paid into the account designated by the Organizer before such goods leave Shanghai.

Annexes:

I. List of Exhibits

II. Pavilion Layout Plan

*Applicable to Exhibits Requiring Heavy-Lift

SECTION LAYOUT PLAN

Form B

展区平面图

Official Participants 官方参展者: _____

Pavilion 馆名: _____ **Section 展区:** _____

A) Please list below the exhibit(s) exceeding 2,000 kg in weight, or 6 m in length, or 2.3 m in width or 2.5 m in height per individual piece:

请在下表中列出重量超过2000 公斤或长度超过6 米或宽度超过2.3 米或高度超过2.5 米的展品:

Case No 箱号	Description 说明	Gross Weight (in KG) 毛重	Net Weight (in KG) 净重	L×W×H (in Meter) 长×宽×高

B) Please clearly indicate the exact location of the above-mentioned exhibits within your section/pavilion:

请指出上述展品在展区中的位置

Size of Display Board (a separate drawing for the exhibit location may be attached_ 展板尺寸(可以另附展览品就位图纸)

Notes: 备注

1. Please register in advance if any special equipment (like crane) is needed to handle the exhibits.

需要特殊装置(例如起重机)请预先登记。

2. Please be present on site to supervise and witness for the moving of the above-mentioned exhibits and book in advance with the designated logistics service provider to schedule your desired move-in date. Your delegate(s)

Mr./Ms. _____ will come to the site on (date) _____ to supervise our moving.

官方参展者应与指定物流服务供应商预约搬运时间并在展品入馆第一天到达展览场地监督搬运工作。

_____先生/女士于_____日到达现场监督搬运工作。

3. If there is any special handling instruction for the above-mentioned exhibits, please kindly advice below:

对上述展品的操作有特殊说明, 请在下面列出



EXPO 2010 SHANGHAI, CHINA

LOGISTICS TARIFF

CURRENCY: RMB YUAN

1. BASIC SERVICE CHARGE.....300/SHIPMENT

2. CUSTOMS CLEARANCE..... 800/SHIPMENT

3. IN BOUND TRANSPORTATION FROM TERMINALS TO THE LOGISTICS CENTER

- 3.1. From Shanghai airports..... 2.5/Kg
Minimum charge..... 100 Kg/Shipment
- 3.2 .From Shanghai seaports..... 250/Cbm
Minimum charge..... 2 Cbm/Shipment

4. MOVE-IN AND –OUT SERVICE FROM THE LOGISTICS CENTER TO STAND IN PAVILION

- 4.1. By air.....5/Kg
Minimum charge..... 100 Kg/Shipment
- 4.2. By sea..... 500/Cbm
Minimum charge..... 2 Cbm/Shipment

5. STORAGE FEE

- 5.1. Long term storage..... 250/Cbm/month
Minimum charge.....5 Cbm/Shipment
(the fee will be calculated on the basis of one month/30days) .
- 5.2. Storage of empties during the EXPO
- Up to 10 cbm.....110/cbm/month
- From 10.01 to 20 cbm 100/cbm/month
- From 20.01 to 40 cbm 90/cbm/month
- Over 40.01 cbm..... 80/cbm/month
- Minimum charge*.....3 Cbm/Shipment

6. MANPOWER AND EQUIPMENT SERVICE RATES

6.1. Manpower

First hour.....	100/h/person
Additional hour or fraction	60/h/person
<i>Minimum charge</i>	2 hours

6.2. Equipment

Forklift (including the driving labor):

2 Tons	150/h
3 Tons	200/h
5 Tons	250/h

Hand pallet truck:

2 Tons	40/h
2 Tons	200/day

Remarks:

1. The final explanation of above-mentioned items is subject to Logistics Center of Shanghai World Expo.
2. Public holidays, weekends and outside normal working hours, manpower and equipment services charge will be doubled;
3. Manpower and equipment service requires a reservation of 24 hours in advance.



EXPO 2010 SHANGHAI, CHINA

LOGISTICS TARIFF

GENERAL CONDITIONS AND INSTRUCTIONS

1. CONTRACT

There are two kinds of logistics service providers of Shanghai World Expo, namely the designated logistics service providers, which will be responsible for the services of customs clearance, quarantine & inspection and transportation in the Expo Site of all the Expo goods exclusively, and the recommended logistics service providers which will mainly aim at various services outside the Expo Site. Each participant should sign legal documents with the service provider respectively.

2. CONTACT

2.1. Logistics Center of Shanghai World Expo

Name: Snow XIE

Tel: +86-21-22063475

Fax: +86-21-22060116

E-mail: Logisticscenter@expo2010.gov.cn

Name: Youtao DONG

Tel: +86-21-22062967/22063165

Fax: +86-21-22063156/22063097

E-mail: Logisticscenter@expo2010.gov.cn

2.2. Designated logistics service providers

2.1.1 China National Foreign Trade Transportation (Group) Corporation

2.1.2 Agility Fairs & Events Logistics (Shanghai) Ltd.

2.1.3 Air Sea Transport Co.,Ltd.

2.3. Recommend logistics service providers

For more information, please visit us at the website of:

<http://participantservice.expo2010.gov.cn/>

3. PAYMENT TERMS

3.1. Import

Service fee for imported goods must be paid to the consignee of Expo 2010 before delivery.

3.2. Export

Service fee to exported good must be paid to the consignee of Expo 2010 before departure from Shanghai.

3.3. Bank account

Bank account information will be specified in each service contract.

Please send copy of payment to: Logisticscenter@expo2010.gov.cn

or fax to: +86 21 22063156/22063097

4. DEADLINES

4.1. All the cargo must arrive in our warehouse before April 19th, 2010.

4.2. During the EXPO, participants must contact the logistics center 5 working days before changing the exhibits.

4.3. Any cargo, which will arrive in the warehouse before/on April 19th, 2010 and after/on October 31st, 2010, can enjoy a free storage up to 5 days.

5. INSTRUCTION FOR B/L & AWB

Consignee: LOGISTICS CENTER OF SHANGHAI WORLD EXPO

Exhibition name: EXPOSITION 2010 SHANGHAI, CHINA

6. INSURANCE

As the global partner of EXPO, PICC has provided the participants with a package of insurance services. Please check *SHANGHAI WORLD EXPO CARGO INSURANCE MANUAL* for details.

7. PACKING

As exhibits are repeatedly loaded and unloaded during transportation, shock/bump will sometimes be inevitable. Moreover, exhibits will occasionally be placed outdoors. Therefore, Official Participants must take necessary precautions against damage and adverse weather conditions. 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.

8. SUPPLEMENTARY

8.1. This is the first edition of logistics services rates. The rates of dangerous, refrigerated or high-value cargo will be published in the second edition soon. Logistics Center of Shanghai World Expo reserves the rights of adjustment and will republish it when any change occurs.

8.2. Logistics Center of Shanghai World Expo will issue RMB invoices. Foreign currency will be exchanged according to the rate of paying day.

8.3. The foregoing quotation doesn't include:

8.3.1. FCL:

D/O fee, THC, port congestion charge, inspection fee, disinfection fee, fumigation charge, un-loading fee, legal commodity inspection fee, container dirtyness charge, container detention charge, duties, customs deposit, delayed declaration fee, late payment penalty, quality appraisal fee animal & plant quarantine fee, empty container returning fee

8.3.2. LCL:

dispatch charge, THC,EBS/BAF,CFS warehouse charge, inspection fee, overtime storage charge, legal commodity inspection fee, duties, customs deposit, delayed declaration fee, late payment penalty, quality appraisal fee,animal & plant quarantine fee, fumigation charge

8.3.3. Bulk cargo:

D/O fee, port surcharge, inspection fee, disinfection fee, fumigation charge, port congestion charge, legal commodity inspection fee, ship unloading fee, port addition charge, duties, customs deposit, delayed declaration fee, late payment penalty, quality appraisal fee, animal & plant quarantine fee

8.3.4. Air Cargo:

agent charge, duties, customs deposit, delayed declaration fee, late payment penalty, quality appraisal fee, animal & plant quarantine fee, fumigation charge, legal commodity inspection fee, terminal charge, airline EDI charge, Trucking fee

8.4. We do not accept shipments in collect basis

9. STANDARD

9.1. Volume/Weight conversion for air freight shipment is 6cbm equals to 1000kg.

9.2. The minimum chargeable volume for 20'container is 23cbm, and for 40' container is 46cbm. The minimum chargeable volume for 20' flat rack, open top container is 25cbm, and for 40' flat rack, open top or high cube container is 50 cbm.



EXPO 2010 SHANGHAI, CHINA

LOGISTICS TARIFF

SPECIFIC CONDITIONS AND INSTRUCTIONS

1. STORAGE OF EMPTIES

The designated logistics services providers will collect the empties from the stand as long as these are in perfect condition (empties must be wrapped, placed on pallets and must be strapped/taped together when necessary). If the package isn't palletized or retracted, it can be done and charged by designated logistics services providers. Package with contents must be declared and stored separately. Logistics Center of Shanghai World Expo will not be responsible for items left behind in empty package without prior declaration.

2. LONG TERMS STORAGE

The collection of the goods to be stored for a long term will be done in presence of the exhibitor and representatives from designated logistics services providers. The exhibitor must submit to the logistics services provider a check-list of all the material to be stored. Designated logistics services provider will be in charge of checking the correctness of it. After this list is checked, it will be signed by both parties and one copy will be given to the exhibitor. Logistics Center of Shanghai World Expo will not admit any claim about material which will not have been inscribed in the list.

3. PARTIAL DELIVERY

All the boxes will have to be correctly identified with a number or letter on them. A packing list must be given with the number of the boxes to be stored or partially delivered.

4. ASSEMBLY AND REPLACEMENT

For exhibits requiring assembly and replacement, surcharge amounting to 15% of charge from logistics center to pavilion will be levied.

5. DANGEROUS, REFRIGERATED AND HIGH-VALUE CARGO

Dangerous, refrigerated and high-value cargo are not allowed to be transported together with general cargos. If they are put in one container, it will be charged according to the dangerous, refrigerated and high-value cargo rates.

6. HAND CARRY EXHIBITS

Exhibits arrival by hand-carrying from shanghai airport will be surcharged 50% on the services rates.

7. ADDITION HEAVY-LIFT SURCHARGES

Individual Package				Surcharge			
Weight (Tons)	Length (Meter)	Width (Meter)	Height (Meter)	Attaining or Exceeding(Parameter)			
				1	2	3	4
2	6	2.3	2.5	5%	10%	15%	20%
4	6	2.3	2.5	10%	15%	20%	25%
6	6	2.3	2.5	15%	20%	25%	30%
8	6	2.3	2.5	20%	30%	40%	50%
10	6	2.3	2.5	30%	40%	50%	60%
Above 10	6	2.3	2.5	To Be Negotiated Separately			

Meaning of 1,2,3,4:

1 means there is one factor attains or exceeds the standard

2 means there are two factors attain or exceed the standard

3 means there are three factors attain or exceed the standard

4 means there are four factors attain or exceed the standard

Calculation Method:

Movement from logistics center to pavilion charges for individual package × percentage

8. OTHERS

- 8.1. For exhibits that arrived after the fore mentioned deadline, addition handing surcharge of 30% based on movement from logistics center to pavilion charges will be levied.
The latest arrival at Shanghai Port by sea – 7 working days before required move-in date.
The latest arrival at Shanghai Airport -5 working days before required move-in date.
Our stipulated deadline means shipment should arrive at the designated air/sea port before the designated date and the cargoes should be ready for pick-up any time.
- 8.2. If participants fail to settle all outstanding account before their due date, interest fee of 3% of the invoiced amount per day late will be levied.

