

RISE

Worldwide Shipping Instructions
International Exhibitors

RISE 2019

08 – 11 July

Hong Kong Exhibition Centre

APPOINTED BY



TWI has been appointed by **RISE** as the official transportation coordinator and on site handling agent of equipment and display materials for exhibitors participating in **RISE 2019**.

On the following pages are specific instructions pertaining to this show, including shipping deadlines and documentations requirements.

Latest Arrival Dates	
Air Freight – (HKG)	27 – 29 June
Sea Freight – LCL – (HKG)	20 – 22 June
Sea Freight – FCL – (HKG)	30 June – 02 July
Document Deadline Dates	
Air Freight Document Deadline	21 June
Sea Freight Document Deadline	LCL – 14 June FCL – 21 June
Brochures/Catalogues/Radio/Telecomm Document Deadline Date	At least 30 days prior to shipment departure from country of origin.

CONSIGNMENT INSTRUCTIONS FOR AIR

All shipments must be sent on a “freight prepaid” basis. A 5% outlay commission will be charged on all “freight collect” consignments

CONSIGNEE (AIRFREIGHT)
APT SHOWFREIGHT LIMITED
31/F, Morrison Plaza,
9 Morrison Hill Road, Wanchai, Hong Kong
Tel: 852 2877 0538 Fax: 852 2877 0505

Notify:
APT SHOWFREIGHT LIMITED
Tel: 852 2877 0538 Fax: 2877 0505
For: RISE 2019



CONSIGNMENT INSTRUCTIONS FOR OCEAN

All consolidated shipments must be issued with a House Bill of Lading or House Airway Bill. A consolidated cargo manifest must also be provided.

**CONSIGNEE (SEAFREIGHT)
APT SHOWFREIGHT LIMITED
31/F, Morrison Plaza,
9 Morrison Hill Road, Wanchai, Hong Kong
Tel: 852 2877 0538 Fax: 852 2877 0505**

**Notify:
APT SHOWFREIGHT LIMITED
Tel: 852 2877 0538 Fax: 2877 0505
For: RISE 2019**

PRE-ADVISE

Please email advance copies of the Airway Bill / Express Release Bill of Lading, invoice, and pre-alert to **TWI Operations: Jacqueline Horner, email jhorner@twigroup.com** and our on-site partners at **APT Showfreight Limited, Ms. Wendy Tam, email: wendy.tam@aptshowfreight.com** .

Please note that using a consolidator may delay customs clearance and delivery. Any deconsolidation charges will be passed on to you at cost plus 5%.

PACKING

In order to minimize damage to the goods you will be shipping, please ensure if at all possible that your shipment is on a pallet or a skid before it leaves your facility. It must be packed in separate boxes and individually labeled. Contact your TWI representative for further details.

Due to multiple handling of freight cases TWI urges exhibitors to use strong wooden cases. Bolted returnable types of cases that offer protection from the elements are ideal. If your cases are secured with a lock or combination, please provide the key or combination at time of tender for Customs access if necessary.



COMMERCIAL INVOICE/PACKING LIST

Please prepare the invoice/packing list with the following details:

- Commercial invoices and packing lists can be combined on one document if they list quantity, description, value of each item, weight and dimensions of each package.
- Your company's Federal Employer Identification Number and any applicable license numbers.
- Complete, precise, simple and non-technical description of all items should be listed on the invoice with HTS codes.
- Electronic copy of each commercial invoice should be sent to **TWI Operations: Jacqueline Horner, email jhorner@twigroup.com** and our on-site partners at **APT Showfreight Limited, Ms. Wendy Tam, email: wendy.tam@aptshowfreight.com** by the document deadline dates listed on page 2.

RADIO/TELECOMMUNICATION GOODS

Additional import/export licenses may be required. Please ask your TWI representative for further information.

CENSORSHIP

Censorship may be required in this country also. Please ask your TWI representative for further information.

ATA CARNET

An ATA Carnet is recommended if you plan to send equipment to multiple countries or if you plan to send highly valued equipment.



SHIPMENTS CONTAINING BATTERIES

Please contact your TWI Representative as soon as possible if you are shipping batteries, or your equipment contains batteries of any kind (*including laptops/tablets/notebooks*), so that we may inform you whether IATA packaging and labeling requirements pertain to your shipment.

We have provided labels if they are needed. These labels must have the telephone number of a person knowledgeable about the shipment and the UN# listed for type of battery. It is not required to be monitored at all times that the package is in transit. It is acceptable for the number to be monitored during the company's normal business hours in order to provide product-specific information relative to the shipment and the UN# must be listed on the outside of each package containing any batteries.

The phone number listed cannot be a toll-free number.

[IATA Battery Regulations](#)

[IATA Battery Label](#)



A material safety data sheet (MSDS) is required for all battery shipments.

Failing to inform us ahead of time regarding any batteries that are contained in your shipment may result in delays or refusal by the airlines to accept the shipment.

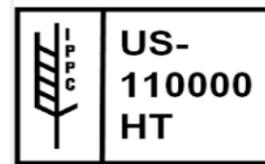


SHIPMENTS WITH NON-MANUFACTURED WOOD PACKING

All shipments containing Non-Manufactured Wood Packing (NMWP) must be either **heat-treated or fumigated**. NMWP and Solid Wood Packing Material (SWPM) must bear markings indicating the type of treatment under the ISPM 15 regulations.

Any packing that does not comply with these requirements will be refused, destroyed, or returned to its origin, resulting in a considerable delay.

Please contact your TWI representative if you have any questions regarding the NMWP rule.



[Frequently Asked Questions](#)

TERMS OF PAYMENT

All **TWI / Apt Showfreight** invoices for this exhibition are for immediate payment. Major credit cards accepted include American Express, Visa, MasterCard and Eurocard.

INSURANCE

It is recommended that exhibitors provide insurance coverage for their goods from point of departure through to final destination. It is further recommended that such insurance coverage be provided for the transit period and while on-site at the exhibition (including move-in and dismantling periods).



CONTACTS

To assist you with your shipment please contact:

TWI GROUP CANADA

3405 American Drive, Unit 11

Mississauga, ON L4V 1T6

Office: 905-812-1124

Fax: 905-812-0133

Contact: Danny Mekhuri dmekhuri@twigroup.com
 Owen Hickey ohickey@twigroup.com

LINK

Click on the links below to access the appropriate forms required.

[Terms and Conditions](#)

[Shipping Labels](#)

