ASME TURBO EXPO 2018
June 12-14, 2018
Norway Exhibition and Convention Center
Lillestrøm (Oslo), Norway

ASME IGTI has appointed GES Logistics the official provider of International shipping and drayage services for ASME Turbo Expo 2018.

In conjunction with our event logistics specialist and partner in Oslo, Norway, we will make all of the necessary arrangements for transportation from the exhibitors’ facility to the show site, customs clearance, delivery to the venue, and on site material handling; and for any subsequent onward or return movements after the show.

There are numerous value added and cost saving benefits to working with GES Logistics:

• Priority move-in and move-out at the show
• Discounted Material Handling
• On-site representatives with personalized service
• Pre-printed bills of lading and shipping labels
• Supply chain management of shipments via air, ocean and ground shipping

The following instructions are provided to assist you in the planning of your shipping arrangements. For additional information, please feel free to contact us. We wish you a successful participation in this event and we look forward to being of service to you.

Please contact us at your earliest convenience for a quotation.

Thank you,

Paula Y. Lee | International Logistics Manager

GES Logistics
Direct Tel: 909.612.7551
Mobile: 909.524.2210
5560 Katella Ave.
Cypress, California 90630 U.S.A.
ges.com | plee@ges.com
PICK UP DEADLINES

Airfreight from U.S.: May 25th, 2018
Ocean freight from U.S.: April 15th-20th, 2018

Please contact GES as soon as possible for quotation and shipping arrangements.

USING YOUR OWN CARRIER OR COURIER SERVICE

If you choose to use your own carrier / forwarder or courier service to ship your goods, please contact us for shipping instructions, deadlines and Material Handling rates. Prices vary depending on where you will be shipping (Advanced Warehouse or Show Site) and what services will be required for your shipment. We strongly recommend exhibitors NOT send courier shipments directly to the showsite. All courier shipments must be sent to the Advanced Warehouse. We will not be responsible for courier shipments sent directly to showsite.

DOCUMENTATION

PROFORMA INVOICE: Please use the proforma invoice attached for your shipment. Invoices MUST BE TYPEWRITTEN and provide accurate information regarding quantity, description, size/weight, value of each item shipped and country of manufacture. Quantities and contents listed on your commercial invoices must match exactly those actually being shipped. Temporary import (items which will return to origin or re-exported after show) and permanent import (promotional, give-away items) must be noted on separate proforma invoice forms. Please indicate the Harmonized Tariff Code (HTS) for each item shipped. If you require assistance in determining the code for the goods you are shipping, please visit the Bureau of the Census-Foreign Trade Division website: http://www.census.gov/foreign-trade/schedules/b/.

One-time Power of Attorney (POA): A one-time Power of Attorney form will be required for the exportation and re-importation (if any) of your shipment. The POA will be need to be completed and signed by an officer of the company.

CASE MARKING / PACKING AND FUMIGATION REQUIREMENTS

Exhibitors are advised to use sturdy, strong, reusable containers to protect against the rigor of international transport. Cardboard cartons are not recommended, especially if the goods are to be re-exported at the conclusion of the show. Please mark each case with the shipping label we will provide, or as follows:

EXHIBITOR NAME / STAND NO. _______
ASME TURBO EXPO 2018
Norway Exhibition and Convention Center
Lillestrøm (Oslo), Norway
Dimensions (LxWxH in Centimeters) / Gross Weight in KGS
Case # ______ of ______ Cases

If your cases have a lock, it is imperative that we have a set of keys or the lock combination to allow Customs to inspect the contents.

ALL CARGO IS SUBJECT TO BEING INSPECTION AND MIGHT BE OPENED AND COMPARED TO THE DETAILS LISTED ON YOUR COMMERCIAL INVOICE(S). DISCREPANCIES WILL CAUSE DELAYS AND POSSIBLE ADDITIONAL COSTS AND FINES.
All materials used for packing your freight (pallets, crates, etc.) made of **SOLID WOOD** must be fumigated or heat treated in the country of origin. The outside of your wood packing must be stamped with the following quality/treatment mark issued by accredited inspection agencies:

- IPPC (International Plant Protection Convention) Logo
- XX (ISO country code)
- 000 (Code assigned to the company carrying out the fumigation procedure by the National Plant Protection Organization)
- YY (Fumigation method—either HT (Heat Treatment) or MB (Methyl Bromide))

Packing materials made from plywood or plastic are exempt from the above regulations.

**TEMPORARY IMPORTATIONS**

Any material that is entered into Norway on a temporary basis must remain in the custody of GES Logistics and/or our designated agents/carriers until:

- The goods are either returned to our terminal, a U.S. destination airport or the goods are returned to a destination outside of Norway.

- The goods are transferred to an official customs bonded facility pending re-exportation. Exhibitors who shipped into Norway must make re-importation or re-export arrangements through GES Logistics’ customs broker as use of other brokers may unnecessarily delay the transaction and/or result in fines, penalties, duties and taxes assessments.

- Exhibitors may choose to use an ATA Carnet to import their temporary shipment, depending on shipment details and values. GES LOGISTICS can assist with or obtain on behalf of the exhibitor an ATA Carnet, when appropriate.

- Temporary items will be customs cleared separately from the permanent items. Exhibitors shipping both temporary and permanent goods will be charged two customs clearance fees.

**PERMANENT IMPORTATIONS**

- All permanent clearance is subject to 25% VAT and Duties based on CIF Value of goods. As these have to be paid at time of import, there will be an outlay fee charged for advance payment of these fees.

- In case of unforeseen duties and fees from the authorities or anything considered ‘force majeure’ which may influence the cost, the parties are to agree on possible alteration.

- Temporary items will be customs cleared separately from the permanent items. Exhibitors shipping both temporary and permanent goods will be charged two customs clearance fees.
LABOR / EQUIPMENT HIRE

Hire of labor and/or equipment (forklift, crane, wheel trolley, pallet truck), needed for services, in addition to what is needed for unloading / re-loading of your shipment, **MUST BE BOOKED 4 WEEKS IN ADVANCE.** Booking made after this will be charged a 50% surcharge.

EMPTY STORAGE / HANDLING:

All empty packing material must be stored during the exhibition and must have “EMPTY LABELS”, to be provided at show site. The cases will be considered “empty” as soon as they are labeled. We do not accept responsibility for any material left in the cases after it has been stored.

EXPORT LICENSES

Please check to see if any portion of your shipment requires a U.S. export license prior to it leaving the country. For clarification, we suggest that you contact a trade specialist at your district office of the Department of Commerce, the Washington office of the Department of Commerce, or the U.S. Department of State. Further information can also be obtained at the websites listed below. It is the exhibitor’s responsibility to obtain the applicable license prior to the goods leaving the USA.


HAZARDOUS GOODS

Shipments containing hazardous goods require special handling and documentation. Many steamship lines, airlines and trucking companies have strict regulations which dictate that such shipments be moved separately, properly documented and packed in strict accordance with current laws and regulations. If you plan to ship hazardous materials, please notify GES Logistics prior to the delivery of the goods to our consolidation points. It is the shipper’s responsibility to comply with all requirements for proper packaging, certificates and labeling.

INSURANCE

Exhibitors are strongly advised to ensure that all exhibit materials and displays are fully insured for transportation to and from the show, including the period when the goods are actually on display. All-risk, transportation coverage is available through GES Logistics only upon written request from the exhibitor. Consumable items, foodstuffs, normal wear and tear and all outdoor exhibits are some of the examples of items that cannot be covered. Full details and limits of coverage are available upon request.

OUTBOUND / RETURN SHIPMENTS

All materials returning to their country of origin will be subject export clearance that can take time to complete. Return transit times are affected by mode of transport, customs status, and security issues. In order to comply with Norwegian regulations, exhibitors are urged to determine their return freight requirements prior to the show and advise GES Logistics accordingly.
LIMITS OF LIABILITY / TERMS OF OPERATION

GES Logistics’ liability for loss or damage of materials entrusted to them for shipment is limited to that of the carriers and/or agents employed to provide such services. All work is undertaken at the owner’s risk and otherwise in accordance with our Terms and Conditions (see last page).

All work undertaken by our partners, On-Site Norway AS, is transacted subject to the latest edition of The General Conditions of the Nordic Association of Freight Forwarders – NSAB, which i.e. limit our liability and entitle us to cover our freight charges. Furthermore, we cannot be held responsible for delays / damages caused by political problems, lock-outs, strikes, war, military operations or anything considered “force majeure”.

PAYMENT TERMS

ALL INBOUND CHARGES ARE DUE PRIOR TO THE BEGINNING OF THE SHOW. RETURN CHARGES FOR CONSIGNMENTS BEING SENT TO ANY INTERNATIONAL DESTINATION ARE DUE PRIOR TO THEIR DEPARTURE FROM NORWAY. All invoices will be in U.S. dollars. Duty, tax and all handling charges for goods staying in Norway must be paid in full before anything is delivered to the buyer. Payment can be made via wire transfer, company checks drawn from a U.S. bank or American Express, VISA or MasterCard.

In the event of non-payment, for any reason whatsoever, that should result in the use of collection agencies for recovery of outstanding monies, GES Logistics reserves the right to full recovery including any deductions of costs imposed by the aforesaid agencies. The aforementioned terms and conditions shall be construed according to the laws of the State of California. It is further agreed that in the event of any suit to enforce any of the terms and conditions hereof, then in that instance the prevailing party shall be entitled to reasonable attorney’s fees and costs as fixed by the company.
Customer's presence in areas which have been marked as "off limits to exhibitors"; and b) when exhibitors are present in the facility prior or subsequent to the effective dates or hours of exhibitor's space lease with show management.

V. DISCLAIMER AND LIMITATION OF LIABILITY

UNDER NO CIRCUMSTANCES WILL ANY PARTY BE LIABLE FOR SPECIL, INCIDENTAL, CONSEQUENTIAL, INDIRECT OR PUNITIVE DAMAGES, INCLUDING BUT NOT LIMITED TO LOSS OF PROFITS, BUSINESS, GOODWILL, REPUTATION, USE OF PROPERTY, OR OTHER ECONOMIC LOSSES OR DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NEITHER PARTY HAS ANY LIABILITY FOR Claims FOR GOODS alleged to be lost or damaged in transit, during transit to and from the show or while on the show floor is the sole responsibility of Customer. GES recommends Customer to use an independent insurance company for the best coverage.

b. Notice of Loss or Damage: In order to have a valid claim, notice of loss or damage to Goods must be given to GES or its agent within 24 hours of occurrence (as evidenced in an Incident Report completed at Show Site by GES) or delivery of outbound Goods.

c. Filing of Claim: Any claim for loss or damage to Goods must be in writing, containing facts sufficient to identify the Goods, asserting liability for alleged loss or damage, and making claim for the payment of a specified or determinable amount of money. Such claim must be filed with the appropriate party within the time limits specified herein.

VII. Measurement of Damage

a. Sole Relief: If found liable for any loss, GES' sole and exclusive maximum liability for loss or damage to Customer’s Goods is limited to $50.00 (USD) per pound with a maximum liability of $100.00 (USD) per container, or $1,500.00 (USD) per shipment whichever is less.

b. Labor: GES shall not be liable for loss or damage incurred to, or bodily injury arising out of the operation of GES provided union labor. If GES supervises labor for a fee, GES shall be liable only for actions or claims arising out of its negligent supervision. Such liability shall be limited to the cost to Customer of the supervised labor or the value of the goods whichever is less.

VIII. Miscellaneous

a. Insurance. GES IS NOT AN INSURANCE COMPANY AND DOES NOT OFFER OR PROVIDE INSURANCE. It is the obligation of Customer to ensure Goods are insured at all times. Loss or theft of the Goods in storage or in transit to and from the show and on the show floor is the sole responsibility of Customer. GES recommends Customer to use an independent insurance company for the best coverage.

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