

6900 Airport Road, Suite 123
Mississauga, ON
L4V 1E8
Tel: 416-704-1956
E-mail: info@crossconnectcl.com



CROSSCONNECT—
CUSTOMS & EVENT LOGISTICS

ISMRM & ISMRT ANNUAL MEETING & EXHIBITION
TORONTO
03-08 JUNE **2023**

2023 ISMRM & ISMRT Annual Meeting & Exhibition
03-08 June 2023
Toronto, ON, Canada

Official Freight Forwarder & Customs Broker

Introduction

Dear Exhibitor,

Cross Connect Customs & Event Logistics has been appointed the official Customs & Freight Forwarding Agent for the **2023 ISMRM & ISMRT Annual Meeting & Exhibition**. We would like to ensure that your materials arrive “on time” in the most cost-efficient manner. We suggest that you read these instructions in conjunction with the on-line exhibitor’s manual provided by the Show Organizer.

Our helpful instructions will assist you in preparing for the correct, and timely, dispatch of your exhibits to **Toronto, ON Canada** for the **2023 ISMRM & ISMRT Annual Meeting & Exhibition**. ISMRM highly recommends that you use the services of Cross Connect for a complete logistics package. Our complete package will move your exhibit(s) door-to-door, from your country to your exhibition booth.

PLEASE NOTE: Failure to comply with the deadlines, consignee, and document instructions, will cause unnecessary delays in customs clearance and may lead to additional charges. For this reason, if you will be using a freight forwarder, other than Cross Connect, please be sure to pass these instructions on to them and alert us with their pre-alerts.

ISMRM and Cross Connect Customs & Event Logistics will not accept responsibility for late arrivals, or non-deliveries, to the venue if these guidelines and/or recommendations are not followed.

Sincerely,

Danny Mekhuri
Cross Connect Customs & Event Logistics
Cell# 416-704-1956
E-mail: dmekhuri@crossconnectcl.com
Team E-mail: info@crossconnectcl.com
www.crossconnectcl.com

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CROSSCONNECT—
CUSTOMS & EVENT LOGISTICS

1. SHIP TO ADDRESSES, CONSIGNEE DETAILS, AND ARRIVAL DATES

**It is important that both the paperwork and freight clearly show 2023 ISMRM & ISMRT, Toronto, ON Canada, Exhibitor name & Booth #

a) Shipments Direct to the Venue

** Shipments sent directly to the venue must only arrive during the official move-in times and the driver should be aware of the Exhibitor name and booth #. Venue delivery address is:

2023 ISMRM & ISMRT Annual Meeting & Exhibition

Exhibitor Name / Booth #

Metro Toronto Convention Centre

South Building

222 Bremner Blvd

Toronto, ON

M5V 3L9

Move in Dates:

Thursday June 1, 2023 *Large Island Booths Only*

Friday June 2, 2023 – 7:00 am – 10:00 pm

Saturday June 3, 2023 – 7:00 am – 10:00 pm

Sunday June 4, 2023 – 7:00 am – 3:00 pm

6900 Airport Road, Suite 123
Mississauga, ON
L4V 1E8
Tel: 416-704-1956
E-mail: info@crossconnectcl.com



b) Airfreight shipments

Airfreight shipments must be sent freight pre-paid to **Toronto Pearson Airport (YYZ)** only, **arriving no later than 5 working days before needed at Booth** and on its own master airway bill, consigned to:

Consignee:

Cross Connect Customs & Event Logistics
5225 Orbitor Drive, Unit 12
Mississauga, ON
L4W 4Y8
Attn: Danny Mekhuri
E-mail: dmekhuri@crossconnectcl.com

Notify Party:

Cross Connect Customs & Event Logistics
Attn: Danny Mekhuri
Phone: 1-416-704-1956
For Exhibition: ISMRM 2023, Toronto, ON Canada
Exhibitor Name / Booth #.

c) Sea Freight shipments

Sea Freight shipments should be sent freight pre-paid through to **Toronto Port Terminal**. **Please note Toronto is an inland port terminal and when routing Ocean freight must be sent to either Halifax Port or Montreal Port then onward to Toronto.** consigned as follows:

Consignee:

Cross Connect Customs & Event Logistics
5225 Orbitor Drive, Unit 12
Mississauga, ON
L4W 4Y8
Attn: Danny Mekhuri
E-mail: dmekhuri@crossconnectcl.com

Notify Party:

Cross Connect Customs & Event Logistics
Attn: Danny Mekhuri
Phone: 1-416-704-1956
For Exhibition: ISMRM 2023, Toronto, ON Canada
Exhibitor Name / Booth #.

Sea freight shipments should arrive **at least 10 working days before needed at Booth**. Please arrange express Bill of Lading. Any shipments arriving after the above dates will be subject to additional charges.

6900 Airport Road, Suite 123
Mississauga, ON
L4V 1E8
Tel: 416-704-1956
E-mail: info@crossconnectcl.com



2. PRE-ALERT / DOCUMENTATION REQUIREMENTS

Please complete the Cross Connect Order form and Commercial Invoice Packing List in the back of the shipping manual. If not shipping with Cross Connect please also advise the name of the courier/freight forwarder used, estimated date of arrival and any tracking numbers.

For shipments sent by air, road or sea from outside of Canada, please let us have a copy of the airway bill, Bill of Lading, ATA Carnets and Commercial Invoice Packing Lists.

The commercial invoice/packing list should be written in English, with a full detailed description of the contents, serial no.'s, Customs HS/tariff codes, and quantity, weight and value of each item listed. Invoices should be in the currency of country shipped from clearly showing which items are for temporary import and which are for permanent import.

The individual packages within the shipment should also be marked for temporary or permanent import accordingly with all details matching that mentioned on the commercial invoice.

The commercial invoice should be addressed as follows:

2023 ISMRM & ISMRT Annual Meeting & Exhibition

Exhibitor Name / Booth #

Metro Toronto Convention Centre

South Building

222 Bremner Blvd

Toronto, ON

M5V 3L9

Please send us draft copies of your commercial invoice/packing list prior to shipping for checking and preapproval. A specimen invoice/packing list can be supplied on request.

All document checks and pre-alerts should be emailed to: dmekhuri@crossconnectcl.com

Please note, certain commodities such as foodstuffs, beverages, pharmaceutical products, cosmetics, certain electronic and telecommunication and military items, animal & plant products (CITES) will be subject to import licence or other certification requirements. Please contact us 2 months before the show if sending any of the above items.

Failure to pre-advise us of your shipment means we are unaware it exists and cannot be held responsible for non/late delivery.

3. COURIER COMPANIES

We cannot emphasise strongly enough that exhibitors from outside the Canada should not send their Exhibit goods via courier companies (Fedex, UPS, DHL, etc.). The only commodity that should be sent via this method is printed matter, with a low value (USD\$100.00 or less) declared on the waybill. Courier shipments must be sent prepaid, including local duties & taxes. Any duties & taxes that are outlay on your behalf will be billed onto you plus an outlay fee.

Couriers may seem the cheapest option but this is a false economy as often they cannot Customs clear the goods into Canada. (In particular goods for temporary import) and we will have to intervene.

It is vital that the waybill mentions **2023 ISMRM & ISMRT Annual Meeting & Exhibition, Toronto, ON Canada** along with your company name and booth number. It is also imperative that you send us a pre-advise of your shipment with a copy of the courier's waybill and Commercial Invoice if originated from outside of Canada. Failure to pre-advise us means we are unaware your shipment exists and subsequently cannot be held responsible if it is not delivered to your booth.

4. PACKING MATERIALS / MARKINGS

All wooden packing materials entering Canada borders / ports will need to conform to the international Phyto-sanitary standard, ISPM-15. This means only wood, which is free of bark, correctly treated and showing the IPPC stamp will be accepted.

All packages should be clearly marked as follows: -

2023 ISMRM & ISMRT Annual Meeting & Exhibition

Exhibitor Name / Booth #

Metro Toronto Convention Centre

South Building

222 Bremner Blvd

Toronto, ON

M5V 3L9

And marked 1 of __ 2 of __ etc.

Labels will be available on-site for any return shipments.

Any additional COVID-19 procedures put in place by the Organizer or the Venue must be adhered to and additional charges may apply.

5. MOVE-OUT / BREAKDOWN

Move-out Dates:

Thursday June 8, 2023 – 4:30 pm – Midnight

Friday June 9, 2023 – 7:00 am – Noon

**If you are not using the Transportation Services of Cross Connect and your freight is still left on the floor after the scheduled move-out time, then it will be re-routed at the Exhibitors expense.

6. INSURANCE

We are not responsible for any loss, pilferage or damage while goods are left unattended at your booth. The handling of goods is carried out at the exhibitor/contractor's risk. We, therefore, strongly recommend that all exhibitors arrange insurance coverage to include transit to and from the exhibition, while also on display during the Exhibition.

7. PAYMENT

Unless agreed in advance payment for all services must be made prior to, or during the show. We accept three methods of payment, which are:

1. Bank Wire – Bank details can be sent upon request.
2. Credit Card – We can accept payment by credit card. Please inform us of the card details in advanced on our Customs & Transportation Order Form. Credit Card transactions are subject to a 5% fee.
3. Company Cheques

THANK YOU AND WE LOOK FORWARD TO SEEING YOU IN TORONTO!



Shipping Checklist

****PRIVATE VEHICLE & AIRLINE HAND BAGGAGE:**

If you intend to bring your goods across the border in a private vehicle (personal, company, or rental), or carry them as baggage on an airline, there are documents that must accompany the individual carrying the materials. Please contact Cross Connect at least 1 week in advance of your expected crossing.

- Complete required forms below & send them to Cross Connect via e-mail.
- Schedule your pick-up (if not arranging transportation through Cross Connect).
 - We strongly suggest that exhibitors **DO NOT** ship by parcel courier, or by mail. Please contact Cross Connect for advice on how best to handle these types of shipments.
 - Goods being shipped need to abide by the following timelines:
 - o **TRUCK / COMMON CARRIER:** scheduled to arrive 1 week prior to show opening
 - o **AIRFREIGHT:** scheduled to arrive 3 days (minimum) prior to show opening
 - o **VAN LINE:** Shipments may be sent direct to show site and should be scheduled for delivery on the appropriate move-in day.
 - All shipments **MUST BE SENT PREPAID**. Cross Connect will not accept any collect freight charges. Shipments sent collect will be refused.
- Label your freight.
 - All pieces must be labelled clearly; showing the address where the freight is going, piece # and total # of pieces (e.g. piece 1 of 3), emergency contact information, and **"NOTIFY CROSS CONNECT FOR CUSTOMS CLEARANCE - pars@crossconnectcl.com"**.
 - For freight on skids/pallets, if possible, we recommend that a label be placed on each individual carton, case, etc. and that any large pieces have labels placed on multiple sides.
 - Ensure that any previous shipping labels (used for past shipments) have been removed / destroyed.
- Ship your goods, ensuring that the appropriate documents have been provided.
 - o The Bill of Lading or Air Waybill, all Customs documents, and labels must be marked **"NOTIFY CROSS CONNECT FOR CUSTOMS CLEARANCE - pars@crossconnectcl.com"**.
 - o If shipping from outside of CANADA, the body of the Bill of Lading or Air Waybill, must also be marked

 - o 3 completed copies of the Commercial Invoice must be attached to the Bill of Lading or Air Waybill.
 - o Commercial Invoice / Packing Lists should accompany all shipments into Canada
- The show site has been declared a bonded area for the entire event. Under **NO** circumstances are any goods to be removed without prior consent of Cross Connect.
 - Cross Connect can provide the following services:
 - o Return of goods to your stated destination
 - o Supply required shipping documents, export documents, and labels
 - o Arrange Customs clearance of any goods remaining in Canada; applicable duties and taxes must be paid prior to removal from the show site.
 - o Arrange transfer of goods to be displayed at another event in Canada, USA, or Internationally.
 - NOTE: Cross Connect is not responsible for lost, stolen, or damaged freight. All goods should be insured for the entire duration of the event; prior to, during, and after. Please contact Cross Connect for more information on cargo insurance.

Form Checklist

- Customs & Transportation Services Order Form (Mandatory)**
 - Please ensure that all fields, including credit card information and client signature (at bottom of form), are completed.
 - Note: IRS# (U.S. Tax ID, or E.I.N.) is required if goods will be returning to the USA.

- Commercial Invoice / Packing List (Mandatory)**
 - Complete all required information per example provided.
 - All invoices **MUST** include detailed descriptions (using general terms), countries of origin, and values for all items in the shipment.
 - For shipments that include electronics, please also provide the brand name and model # for each item in the description.

- Certificate of Registration (CF4455)**
 - Required for all shipments from the USA.

****NOTE:** All forms must be completed and returned to Cross Connect for review, prior to shipping.

Customs & Transportation Services Order Form



Please accept this as authority for Cross Connect Customs and Event Logistics Inc. ("Cross Connect"), located at 5225 Orbitor Drive, Unit 12, Mississauga, ON L4W 4Y8; business number 709076475RM0001, a Customs Broker licensed under the Customs Act, to act as my true and lawful attorney to transact on my behalf all matters relating to the import and export of goods, as outlined in Trading Conditions applicable to Customs Services of Cross Connect Customs and Event Logistics Inc., attached hereto. Such business may include, but is not limited to:

- The release of and accounting for goods, document and data preparation, payment of, and refund, of all government duties, taxes, and levies in respect of imported and exported goods released or to be released; and
- The transportation, warehousing, and distribution of such goods.

In signing this form, I grant Cross Connect, full power and authority to appoint a sub-agent, where required.

This authority is granted for all shipments in relation to this event and/or shipment(s) detailed below, unless otherwise indicated by marking the "Continuous Authority" box, below.

Continuous Authority granted

CROSSCONNECT

CUSTOMS & EVENT LOGISTICS

Tel: 416-639-2176

E-mail: info@crossconnectcl.com

Services Required (please check all that apply):

Transportation Customs Clearance Advance Warehouse

Event & Exhibitor	Shipment Delivering to (please check one): <input type="checkbox"/> Direct to Event/Show Site <input checked="" type="checkbox"/> Advance Warehouse
	Exhibitor Name: ABC COMPANY Booth #: 1001
	Event Name: NAME OF THE SHOW / EVENT YOU ARE ATTENDING Event Dates: 05-Jul-21 to 07-Jul-21
	Facility/Venue Name: NAME OF CONVENTION CENTRE / HOTEL / VENUE WHERE THE EVENT IS BEING HELD
	Facility/Venue Address: ADDRESS OF THE CONVENTION CENTRE / HOTEL / VENUE WHERE THE EVENT IS BEING HELD
	City: TORONTO State/Province: ON Zip/Postal Code: MOX X0X
	On-site Contact: JOHN SMITH Cell #: 555-555-0000
	E-mail: JSMITH@DOMAIN.COM Importer # (if applicable): 123456789RM0001

Shipper	Company Name: ABC COMPANY IRS #: 12-3456789
	Address: 123 SOMEPLACE AVENUE, SUITE 3
	City: NEW YORK State/Province: NY Zip/Postal Code: 10093
	Contact Name: JOHN SMITH Tel: 555-555-0000
	E-mail: JSMITH@DOMAIN.COM

Return Freight	<input checked="" type="checkbox"/> Same as Shipper <input type="checkbox"/> No Return Shipment
	Company Name: ABC COMPANY IRS / Importer #: 12-3456789
	Address: 123 SOMEPLACE AVENUE, SUITE 3
	City: NEW YORK State/Province: NY Zip/Postal Code: 10093
	Contact Name: JOHN SMITH Tel: 555-555-0000

Billing	<input checked="" type="checkbox"/> Same as Shipper
	Company Name: ABC COMPANY GST/HST# (if applicable): 123456789RM0001
	Address: 123 SOMEPLACE AVENUE, SUITE 3
	City: NEW YORK State/Province: NY Zip/Postal Code: 10093
	Contact Name: JANE DOE, ACCOUNTS PAYABLE Tel: 555-555-0001

MUST BE COMPLETED

Payment	Charge to: <input checked="" type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express	
	Cardholder Name: JOHN SMITH CVV Number: 123	
	Credit Card Number: 1234 5678 9123 4567 Expiry Date: 11/24	
	I authorize use of this card for payment of services relative to this form. I acknowledge that declined credit cards are subject to a 30% surcharge (minimum \$50.00 USD).	
	Cardholder Signature: <i>John Smith</i> Date: 10-Jun-21	

# of Pieces	Type of Pieces (Box/Crate/Skid, etc.)	Length	Width	Height	Per Piece	Total		
							2	SKIDS
1	CRATE	@ Dimensions (Inches) Each	41	52	50	@ Weight (lbs) Each	1,000	1,000
		@ Dimensions (Inches) Each				@ Weight (lbs) Each		
		@ Dimensions (Inches) Each				@ Weight (lbs) Each		
3		@ Dimensions (Inches) Each				@ Weight (lbs) Each		1,800

Shipment / Freight	Requested Service Level: <input type="checkbox"/> Air <input type="checkbox"/> 2 nd Day <input checked="" type="checkbox"/> Truck <input type="checkbox"/> Other: _____
	Additional Services Required: <input checked="" type="checkbox"/> Lift Gate <input type="checkbox"/> Inside Pick-up <input type="checkbox"/> Inside Delivery <input type="checkbox"/> Weekend Pick-up <input type="checkbox"/> Weekend Delivery
	Total Shipment Value: \$ 10,000.00 Carrier Name & Contact Info: IF USING CARRIER OTHER THAN CROSS CONNECT, PROVIDE INFO.

Available for Pick-up Date: 15-Jun-21 Shipper Hours of Operation: 8:00 am to 4:00 pm Must Deliver By: 30-Jun-21 @ 4:00 pm

Cargo Insurance / Declared Value
This shipment is subject to basic liability of the carrier or other vendors engaged, which is limited by default under applicable contract and/or law. No greater value for liability will be declared with any vendor absent written instruction by the client and written confirmation by Cross Connect. Rather than attempt to recover under liability terms, Cross Connect offers the client the opportunity to include shipments under a first party cargo insurance program which will provide protections pursuant to policy terms and conditions; a copy of the insurance policy will be provided upon request. Please contact Cross Connect for more information on cargo insurance. Shipments will not be insured absent written request and written confirmation from Cross Connect.

Terms & Conditions

This order is placed with the specific understanding that we are engaging Cross Connect as our agent. Cross Connect performs customs services pursuant to its "Trading Conditions Applicable to Customs Services" as published online at https://crossconnectcl.com/wp-content/uploads/2021/06/Customs_STC.pdf. Cross Connect performs its transportation services in the role of agent pursuant to its "Standard Trading Conditions", as published online at https://crossconnectcl.com/wp-content/uploads/2021/06/Transportation_STC.pdf. The foregoing terms, respectively, limit the liability of Cross Connect and provide for time limits for making claims and filing suits. Notwithstanding any greater liability under Cross Connect's "Trading Conditions Applicable to Customs Services" and "Standard Trading Conditions", the liability of Cross Connect - however founded - for any and all services performed is agreed to hereby be limited to CAD 1000 (One Thousand Canadian Dollars) per transaction or occurrence, whichever is least, and in no event shall Cross Connect be liable for any indirect or consequential damages including but not limited to any loss of profit.

The undersigned warrants that all hazardous materials have been declared, and that the client shall abide by all Federal, Provincial, State and Local laws.

Client Signature

I have read and agree to the terms of this contract.

Signature: *John Smith*

Date: 10-Jun-21

Printed Name: JOHN SMITH

Title: CEO

Cross Connect Internal Use Only

Accepted by:

Date:

Signature:

Customs & Transportation Services Order Form



Please accept this as authority for Cross Connect Customs and Event Logistics Inc. ("Cross Connect"), located at 5225 Orbitor Drive, Unit 12, Mississauga, ON L4W 4Y8; business number 709076475RM0001, a Customs Broker licensed under the Customs Act, to act as my true and lawful attorney to transact on my behalf all matters relating to the import and export of goods, as outlined in Trading Conditions applicable to Customs Services of Cross Connect Customs and Event Logistics Inc., attached hereto. Such business may include, but is not limited to:

1. The release of and accounting for goods, document and data preparation, payment of, and refund, of all government duties, taxes, and levies in respect of imported and exported goods released or to be released; and
2. The transportation, warehousing, and distribution of such goods.

In signing this form, I grant Cross Connect, full power and authority to appoint a sub-agent, where required.

This authority is granted for all shipments in relation to this event and/or shipment(s) detailed below, unless otherwise indicated by marking the "Continuous Authority" box, below.

Continuous Authority granted

CROSSCONNECT
 CUSTOMS & EVENT LOGISTICS
 Tel: 416-639-2176
 E-mail: info@crossconnectcl.com

Services Required (please check all that apply):

Transportation Customs Clearance Advance Warehouse

Event & Exhibitor	Shipment Delivering to (please check one):	<input type="checkbox"/> Direct to Event/Show Site	<input type="checkbox"/> Advance Warehouse
	Exhibitor Name:	Booth #:	
	Event Name:	Event Dates: _____ to _____	
	Facility/Venue Name:		
	Facility/Venue Address:		
	City:	State/Province:	Zip/Postal Code:
	On-site Contact:	Cell #:	
	E-mail:	Importer # (if applicable):	

Shipper	Company Name:	IRS #:	
	Address:		
	City:	State/Province:	Zip/Postal Code:
	Contact Name:	Tel:	
	E-mail:		

Return Freight	<input type="checkbox"/> Same as Shipper <input type="checkbox"/> No Return Shipment		
	Company Name:	IRS / Importer #:	
	Address:		
	City:	State/Province:	Zip/Postal Code:
	Contact Name:	Tel:	
	E-mail:		

Billing	<input type="checkbox"/> Same as Shipper		
	Company Name:	GST/HST# (if applicable):	
	Address:		
	City:	State/Province:	Zip/Postal Code:
	Contact Name:	Tel:	
E-mail:			

MUST BE COMPLETED

Payment	Charge to:	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> American Express
	Cardholder Name:	CVV Number:		
	Credit Card Number:	Expiry Date:		
	I authorize use of this card for payment of services relative to this form. I acknowledge that declined credit cards are subject to a 30% surcharge (minimum \$50.00 USD).			
	Cardholder Signature:	Date:		

Shipment / Freight	# of Pieces	Type of Pieces (Box/Crate/Skid, etc.)	Length	Width	Height		Per Piece	Total
			@ Dimensions (Inches) Each				@ Weight (lbs) Each	
		@ Dimensions (Inches) Each				@ Weight (lbs) Each		
		@ Dimensions (Inches) Each				@ Weight (lbs) Each		
		@ Dimensions (Inches) Each				@ Weight (lbs) Each		
		@ Dimensions (Inches) Each				@ Weight (lbs) Each		

Shipment / Freight	Requested Service Level:	<input type="checkbox"/> Air	<input type="checkbox"/> 2 nd Day	<input type="checkbox"/> Truck	<input type="checkbox"/> Other: _____
	Additional Services Required:	<input type="checkbox"/> Lift Gate	<input type="checkbox"/> Inside Pick-up	<input type="checkbox"/> Inside Delivery	<input type="checkbox"/> Weekend Pick-up <input type="checkbox"/> Weekend Delivery
	Total Shipment Value:	Carrier Name & Contact Info:			
	Available for Pick-up Date:	Shipper Hours of Operation:	to	Must Deliver By:	

Cargo Insurance / Declared Value

This shipment is subject to basic liability of the carrier or other vendors engaged, which is limited by default under applicable contract and/or law. No greater value for liability will be declared with any vendor absent written instruction by the client and written confirmation by Cross Connect. Rather than attempt to recover under liability terms, Cross Connect offers the client the opportunity to include shipments under a first party cargo insurance program which will provide protections pursuant to policy terms and conditions; a copy of the insurance policy will be provided upon request. Please contact Cross Connect for more information on cargo insurance. Shipments will not be insured absent written request and written confirmation from Cross Connect.

Terms & Conditions

This order is placed with the specific understanding that we are engaging Cross Connect as our agent. Cross Connect performs customs services pursuant to its "Trading Conditions Applicable to Customs Services" as published online at https://crossconnectcl.com/wp-content/uploads/2021/06/Customs_STC.pdf. Cross Connect performs its transportation services in the role of agent pursuant to its "Standard Trading Conditions", as published online at https://crossconnectcl.com/wp-content/uploads/2021/06/Transportation_STC.pdf. The foregoing terms, respectively, limit the liability of Cross Connect and provide for time limits for making claims and filing suits. Notwithstanding any greater liability under Cross Connect's "Trading Conditions Applicable to Customs Services" and "Standard Trading Conditions", the liability of Cross Connect - however founded - for any and all services performed is agreed to hereby be limited to CAD 1000 (One Thousand Canadian Dollars) per transaction or occurrence, whichever is least, and in no event shall Cross Connect be liable for any indirect or consequential damages including but not limited to any loss of profit.

The undersigned warrants that all hazardous materials have been declared, and that the client shall abide by all Federal, Provincial, State and Local laws.

Client Signature

I have read and agree to the terms of this contract.

Signature: _____ Date: _____
 Printed Name: _____ Title: _____

Cross Connect Internal Use Only

Accepted by: _____
 Date: _____
 Signature: _____



NOTE: Only pdf/tif attachments and not the email itself are received. Ensure that all PARS information and any special instructions are included within pdf/tif attachment.
 HOURS: Mon-Fri 9 am - 5 pm *E-mails are monitored outside of regular business hours, but response may be delayed. Please ensure that ETA's are accurate.

Shipper: ABC COMPANY 123 SOMEPLACE AVENUE, SUITE 3 NEW YORK, NY 10093 JOHN SMITH - 555-555-0000	Consignee (Ship To): ABC COMPANY, BOOTH # 1001 C/O NAME OF THE SHOW/EVENT VENUE NAME VENUE ADDRESS ONSITE CONTACT NAME & CELL PHONE #		Shipped Via: TRANSPORTATION COMPANY NAME Shipped To: <input checked="" type="checkbox"/> Adv. Whse <input type="checkbox"/> Show Site	*REMARKS ("X" each item) *A - TEMPORARY IMPORT *B - PERMANENT IMPORT *C - GIVEN AWAY / SOLD
	IRS #: 12-3456789		Pieces: 3	
	Weight: 1,800 <input type="checkbox"/> kg <input checked="" type="checkbox"/> lbs		Currency: USD	
	Ship Date: 15-Jun-21			

# of Pieces	Type of Pieces	Qty	Description of Contents <small>Please include Brand Name & Model # for all electronic equipment.</small>	Origin	Weight in lbs (lbs/kg)	Dimensions (Inches)			CBM	HTS	Remarks*			Value	
						L	W	H			A TEMP	B PERM	C PROMO	Unit Value	Total Value
1	SKID	1	DISPLAY BOOTH	USA	400	48	48	48	1.81	9403.20	X			5,250.00	5,250.00
1	CRATE	2	50" LED TV'S - LG MODEL# 55EG9100	CHINA	50	41	52	50	1.75	8528.72	X			700.00	1,400.00
		2	WEIGHTED METAL TV STANDS	JAPAN	950					9403.20	X			500.00	1,000.00
1	SKID	5000	ADVERTISING LITERATURE	USA	200	48	48	48	1.81	4911.10			X	0.15	750.00
		1000	BALL POINT PENS	CHINA	48					9608.10			X	0.35	350.00
		400	CATALOGS	USA	150					4911.10			X	3.00	1,200.00
		2	POSTERS	USA	2					4911.91		X		25.00	50.00

Electronic Equipment MUST include Brand Name & Model #.

Each commodity MUST be listed on it's own line; Please DO NOT group items. Also, please note that vague descriptions, such as "Give Aways", "Display Materials", or "Trade Show Samples" will NOT be accepted.

Indicate the Country of Manufacture (where the goods are made).

Values need to reflect the cost of goods (price paid), or the selling price of goods (price payable); whichever is greater. \$0 values will NOT be accepted.

**FOB (Free On Board) VALUE: indicates the cost of goods, including all transportation and insurance costs up to the port of departure; the "Price Paid"

**FOB VALUE:	10,000.00
INSURANCE:	
FREIGHT CHARGE:	
**TOTAL CIF VALUE:	10,000.00

**CIF (Cost, Insurance, and Freight) VALUE: indicates the value of the goods including freight and insurance from the port of departure; FOB Value + Insurance + Freight

The shipper hereby authorizes Cross Connect Customs and Event Logistics, inc. ("Cross Connect"), and their agents, in his name and behalf, to prepare any export documentation, to sign and accept any documents relating to said shipment and forward this shipment in accordance with the Cross Connect's "Standard Trading Conditions", as published online at https://crossconnectcl.com/wp-content/uploads/2021/06/Transportation_STC.pdf. The values listed on this document represent fair-market value, and proof of valuation can and will be provided upon request.

TEMPORARY IMPORT VALUE: 7,650.00
 PERMANENT IMPORT VALUE: 2,350.00

Signature: John Smith

Date: 10-Jun-21



NOTE: Only pdf/tif attachments and not the email itself are received. Ensure that all PARS information and any special instructions are included within pdf/tif attachment.
 HOURS: Mon-Fri 9 am - 5 pm *E-mails are monitored outside of regular business hours, but response may be delayed. Please ensure that ETA's are accurate.

Shipper:	Consignee (Ship To):	Shipped Via:	*REMARKS ("X" each item) *A – TEMPORARY IMPORT *B – PERMANENT IMPORT *C – GIVEN AWAY / SOLD
		Shipped To: <input type="checkbox"/> Adv. Whse <input type="checkbox"/> Show Site	
		IRS #:	
		Pieces:	
		Weight: <input type="checkbox"/> kg <input type="checkbox"/> lbs	
		Ship Date:	

# of Pieces	Type of Pieces	Qty	Description of Contents <small>Please include Brand Name & Model # for all electronic equipment.</small>	Origin	Weight in _____ (lbs/kg)	Dimensions (Inches)			CBM	HTS	Remarks*			Value	
						L	W	H			A TEMP	B PERM	C PROMO	Unit Value	Total Value

**FOB (Free On Board) VALUE: indicates the cost of goods, including all transportation and insurance costs up to the port of departure; the "Price Paid"

**FOB VALUE:	
INSURANCE:	
FREIGHT CHARGE:	
**TOTAL CIF VALUE:	

**CIF (Cost, Insurance, and Freight) VALUE: indicates the value of the goods including freight and insurance from the port of departure; FOB Value + Insurance + Freight

The shipper hereby authorizes Cross Connect Customs and Event Logistics, inc. ("Cross Connect"), and their agents, in his name and behalf, to prepare any export documentation, to sign and accept any documents relating to said shipment and forward this shipment in accordance with the Cross Connect's "Standard Trading Conditions" , as published online at https://crossconnectcl.com/wp-content/uploads/2021/06/Transportation_STC.pdf . The values listed on this document represent fair-market value, and proof of valuation can and will be provided upon request.

TEMPORARY IMPORT VALUE:
 PERMANENT IMPORT VALUE:

Signature: _____

Date: _____

DEPARTMENT OF HOMELAND SECURITY
U.S. Customs and Border Protection

OMB Control Number: 1651-0010
Expiration Date: 08/31/2019

CERTIFICATE OF REGISTRATION

19 CFR 10.8, 10.9, 10.68,
148.1, 148.8, 148.32, 148.37

(NOTE: Number of copies to be submitted varies with type of transaction.
Inquire at Port Director's office as to number of copies required.)

NO.

VIA (Carrier)	B/L or INSURED NO.	DATE
NAME OF TRANSPORTATION COMPANY	BILL OF LADING / AIR WAYBILL #	MM/DD/YYYY
NAME, ADDRESS, AND ZIP CODE TO WHICH CERTIFIED FORM IS TO BE MAILED (If Applicable)	ARTICLES EXPORTED FOR:	
ABC COMPANY c/o Cross Connect 6900 Airport Road, Suite 123 Mississauga, ON L4V 1E8	<input type="checkbox"/> ALTERATION* <input type="checkbox"/> PROCESSING* <input type="checkbox"/> REPAIR* <input checked="" type="checkbox"/> OTHER, (specify) <input type="checkbox"/> USE ABROAD <u>DISPLAY / TOOLS OF TRADE</u> <input type="checkbox"/> REPLACEMENT	
* NOTE: The cost or value of alterations, repairs, or processing abroad is subject to CBP duty.		

LIST ARTICLES EXPORTED

Number Packages	Kind of Packages	Description
1	SKID	1 DISPLAY BOOTH - BACKWALLS, PANELS, LIGHTS, GRAPHICS, CARPET & UNDERPAD (USA)
1	CRATE	2 55" LED TV'S - LG MODEL# 55E9100 (CHINA)
1	SKID	2 WEIGHTED METAL TV STANDS (JAPAN)
		1000 ADVERTISING LITERATURE (USA)
		400 BALL POINT PENS (CHINA)
		200 CATALOGS (USA)
		2 POSTERS (USA)

****FORMAL U.S. ENTRY WILL BE PREPARED. PLEASE VALIDATE TO SHOW PROOF OF EXPORT, ALLOWING THE USE OF HS# 9801.00.85.00 / 9801.00.60.00 ON THE RETURN ENTRY.**

SIGNATURE OF OWNER OR AGENT (Print or Type and Sign) JOHN SMITH	<i>John Smith</i>	DATE MM/DD/YYYY
--	-------------------	--------------------

The Above-Described Articles Were:

EXAMINED	DATE	DATE
DATE	PORT	DATE
SIGNATURE OF CBP OFFICER	SIGNATURE	DATE

BE SURE TO MARK THE FOLLOWING IN THE BODY OF YOUR BILL OF LADING OR AIR WAYBILL:

"CERTIFICATE OF REGISTRATION (CF4455) ATTACHED. GOODS MUST BE PRESENTED TO U.S. CUSTOMS PRIOR TO EXPORT FROM THE USA. STAMPED COPIES MUST BE E-MAILED TO CROSS CONNECT (broker@crossconnectcl.com) & TURNED OVER ON DELIVERY."

CERTIFICATE

Duty-free entry is claimed for the described articles as having been exported with reverse if needed)

ATTENTION CBP: FORMAL ENTRY PREPARED -- PLEASE BE SURE TO SCAN THE ACE E-MANIFEST.

(THIS DOCUMENT WAS VALIDATED TO MEET DUTY-FREE RE-ENTRY REQUIREMENTS UNDER HS# 9801.00.85.00 / 9801.00.60.00, ONLY.)

SIGNATURE OF IMPORTER (Print or Type and Sign) JOHN SMITH	<i>John Smith</i>	DATE MM/DD/YYYY
--	-------------------	--------------------

NOTE: Certifying officers shall draw lines through all unused spaces with ink or indelible pencil.

Paperwork Reduction Act Notice: An agency may not conduct or sponsor an information collection and a person is not required to respond to this information unless it displays a current valid OMB control number and an expiration date. The control number for this collection is 1651-0010. The estimated average time to complete this application is 10 minutes. If you have any comments regarding the burden estimate you can write to U.S. Customs and Border Protection, Office of Regulations and Rulings, 799 9th Street, NW., Washington DC 20229.

DEPARTMENT OF HOMELAND SECURITY
U.S. Customs and Border Protection

OMB Control Number: 1651-0010
Expiration Date: 08/31/2019

NO.

CERTIFICATE OF REGISTRATION

19 CFR 10.8, 10.9, 10.68,
148.1, 148.8, 148.32, 148.37

(NOTE: Number of copies to be submitted varies with type of transaction.
Inquire at Port Director's office as to number of copies required.)

VIA (Carrier)	B/L or INSURED NO.	DATE
NAME, ADDRESS, AND ZIP CODE TO WHICH CERTIFIED FORM IS TO BE MAILED (If Applicable)	ARTICLES EXPORTED FOR:	
	<input type="checkbox"/> ALTERATION* <input type="checkbox"/> PROCESSING* <input type="checkbox"/> REPAIR* <input type="checkbox"/> OTHER, (specify) _____ <input type="checkbox"/> USE ABROAD <input type="checkbox"/> REPLACEMENT _____	
* NOTE: The cost or value of alterations, repairs, or processing abroad is subject to CBP duty.		

LIST ARTICLES EXPORTED

Number Packages	Kind of Packages	Description

SIGNATURE OF OWNER OR AGENT (Print or Type <u>and</u> Sign)	DATE
---	------

The Above-Described Articles Were:

EXAMINED		LADEN under my supervision	
DATE	PORT	DATE	PORT
SIGNATURE OF CBP OFFICER		SIGNATURE OF CBP OFFICER	

CERTIFICATE ON RETURN

Duty-free entry is claimed for the described articles as having been exported without benefit of drawback and are returned unchanged except as noted: (use reverse if needed)

SIGNATURE OF IMPORTER (Print or Type <u>and</u> Sign)	DATE
---	------

NOTE: Certifying officers shall draw lines through all unused spaces with ink or indelible pencil.

Paperwork Reduction Act Notice: An agency may not conduct or sponsor an information collection and a person is not required to respond to this information unless it displays a current valid OMB control number and an expiration date. The control number for this collection is 1651-0010. The estimated average time to complete this application is 10 minutes. If you have any comments regarding the burden estimate you can write to U.S. Customs and Border Protection, Office of Regulations and Rulings, 799 9th Street, NW., Washington DC 20229.