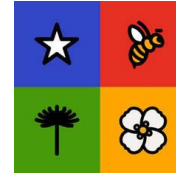




## SHIPPING MANUAL FAIRS & EXHIBITIONS CHILE 2023



Centro de Convenciones de Espacio Riesco en Santiago, desde el 4  
hasta el 8 de septiembre de 2023



As an experienced Logistics Operator specialized on Event Logistics, Waiver/ Rock-it global affords premium solutions for moving freights destined to Fairs & Exhibitions. A dedicated team committed to deliver it on-time.

**Import & Export • Customs Clearance • Transportation • On-Site Handling  
Labor Crew • Forklifts & Resources • On-Site Supervision • Unpacking  
Storage of Full & Empties • Container Stuffing • International Freight**

Rock-it Global is an active member of IEAL- International Exhibition Logistics Association which is industry network providing high quality expertise and performance for your exhibition logistics needs.

This manual contains the specifications for shipping correctly for the import and DAT processes in Chile.

**DOCUMENTS REQUIRED**

Shipping documents (AWB – B/L - CRT)
Invoice/ Packing list or ATA carnet
Authorization Letter (ask for model)
Exhibitor or Agent Passport copy
Exhibitor certificate (for International show's only)
Health Ministry certificated (Only for use and human consumption)
Agriculture Ministry certificated (Only animal products)
Product data sheet (Only for use and human consumption)

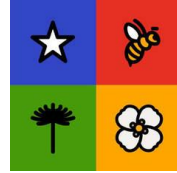
\* Controlled material requires special certificates to be consulted

**DEADLINES**

\* Documentation in advance: no later than 12 business days before the departure of the shipment, because the certificates of the ministries take a minimum of 10 days to be ready.

**PRE-ALERT DOCUMENTS**

AIR	SEA
AWB/Invoice/Packing list or ATA copy ; must be received no later than 48 workinghours prior shipment departure. Original documents must come with the cargo.	Original documents must be received by Courier no later than 7 work days priorvessel's arrival.



### CARGO ARRIVAL

AIR	SEA
5- to 7 working days prior to delivery	FCL: 8 working days prior to delivery LCL: 10 working days prior to delivery

### Deadlines for controlled material by Health and Agriculture Ministry:

*Documentation analysis	*Cargo arrival:
45 work days prior shipment acceptance	10 work days prior to delivery

\*Original Documents: Same as normal cargo

PLEASE DO NOT SHIP ANY CARGO WITHOUT OUR PREVIOUS AUTHORIZATION!

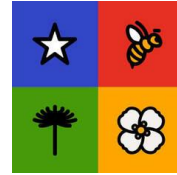
### SHIPPING DETAILS:

AIR	SEA
Airport destination: SCL– Santiago C.A.M.B	FCL: Port of destination: Valparaíso or San Antonio.  FCL: Port of destination: Valparaíso or San Antonio Port LCL: Port of destination; Valparaíso or San Antonio Port.

\* Freight Term: PREPAID (mandatory for Fairs and Exhibitions)

### CONSIGNATION DETAILS

AWB	BL	CRT
Waiver logistics Chile Ltda c/o Exhibitor name Av. Del Cóndor 600 of. 114 Ciudad Empresarial Huechuraba Santiago Chile RUT: 76.644.310-9 CP: 8580676 Notify : Operaciones.chile@waiverlog.com Phone : +56-22-7280325		



### INVOICE/ PACKING LIST

\*Must be consignee to:

EXHIBITOR NAME with SHOW ADDRESS

Both number / Hall number

\*The invoice must be combined with packing list

The following information must be included in the invoice fields:

- Number of packages and its dimensions,
- Complete description of goods including part and serial numbers, in electronics and computers
- Itemized unit prices
- Total value

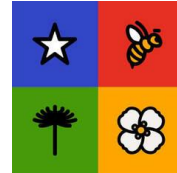
\*Declaration to be included in the invoice and packing list: "EXHIBITION MATERIAL FOR (EVENT SHOW NAME AND DATE).

### PACKAGING

\*Exhibition good for temporary entry and advertising material / consumables for permanent entry have to be packed separately.

\*Exhibitors must insure that all exhibits / stand materials are packed properly. Cases must be strong enough to avoid damages during transport and storage.

\*Fumigation must be arranged for all wooden packing materials (crates, cases, skids, and pallets) in the country of origin before shipping to Chile .



## SHIPPING LABELS

\*All boxes must be labeled with following information:

-N° of the piece/total pieces /gross weight

-Exhibition Name

-Name of exhibitor

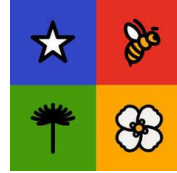
-Booth number

Example:

APIMONDIA 2023 // ROCK-IT GLOBAL  
PIECES #: XX / XX  
GROSS WEIGHT: XXXXXX KG  
EXHIBITOR NAME: XXXXXXXXXXXXX  
STAND #: XXXXX  
AWB #: XXXXXXXXXXX

## SPECIAL HANDLING

For any box or crate which special handling is required, please provide us with the details in advance in order for us to check and provide you with previous quote and details accordingly.



### CHILEAN CUSTOM CLEREANCE- IMPORTANT NOTES

Since temporary and permanent goods must be imported separately into Chile I, please make sure to issue a separate invoice and separate packing list for each method of customs clearance and each exhibitor.

An import license might be applicable depending on the nature of goods (controlled material Agriculture or Health Ministry). Therefore, please make sure to send us copies of all correct documents within the deadlines, so we can advance import license formalities prior to departure to avoid fines, penalties and further delays.

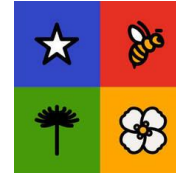
Please do not ship any cargo without pre-advice and our previous authorization!

Please make sure that all shipments are weighed and measured correctly, as the declared weight on the export documents has to match with the actual weight. Any discrepancy will lead to delay and high fines. Chilean Customs Authorities inspect every shipment according to the invoice and packing list. In case of any discrepancies at description, harmonized code, quantity or weight, the complete shipment is potentially subject to delays, fines and/or seizure.

ATA-carnet is accept by Chilean by Customs Authorities.

Cargos must always be insured by the Exhibitor, Waiver/ Rock-it Global does not take insurance for Exhibition shimpments.

Literature, catalogues, brochures, leaflets or other kind of printed material mean for free distribution for promotional purpose and all other consumable items such as small valued samples, gift items and advertising material always are dutiable.



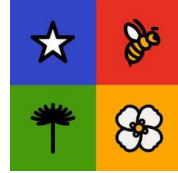
## Agriculture or Health Ministry

For Food (pure and processed), honey, bee products, beeswax, mead, cosmetics, Products related to direct human consumption.

Food of no commercial value for personal use or market evaluation

They correspond to packaged food products imported for the personal consumption of the person who carries out the import or market evaluation process and that will not be commercialized.

- Simple declaration of the interested party indicating the nature and quantity of the food and that its destination will be personal consumption or market evaluation and that it will not be commercialized.
- Proof of payment of the corresponding environmental health benefits fee
- Customs Withholding Ticket. (passenger)
- Bill of lading (cargo( AWB/ BL/ CRT))
- Product data sheet (Only for use and human consumption)
- Only the quantities and type of product indicated below can be entered under this modality PER EXHIBITOR:
- Foods prepared or for direct consumption (example: honey, chocolates, jams, candies, canned soups, etc.) 10 units per type of food product, with a total maximum of 10 Kg. or 10 Lt.
- Stimulants or fruitives (example: Yerba mate, coffee, tea, etc.) 10 units per type of food product with a total maximum of 5 kg.
- Additives, condiments and spices, 50 gr of each with a maximum of 200 gr total.
- Basic foods (example: rice, oil, flour, noodles, etc.) 20 kg of each with a maximum of 100 kg total.



#### PAYMENTS TERMS

\*Duties and taxes must be paid before cargo arrive,

\*Invoice for services must be pay not latter than 30 days after invoice