

# INTERNATIONAL SHIPPING INSTRUCTIONS

# HYDROVISION

I N T E R N A T I O N A L

**SPOKANE CONVENTION CENTER**

**SPOKANE, WA USA**

**JULY 27-29, 2021**



**Agility Fairs & Events** has been appointed by show management as the **Official International Freight Forwarder and Customs Broker** for **HYDROVISION 2021**.

It's time to plan your shipping, so let our exposition freight experts assist you with all of your international transportation needs, including:

- Shipping of international exhibits to the show
- Customs clearance procedures
- Delivering your cargo to the appointed site handling contractor
- Re-exporting your freight at the conclusion of the show.

Please **[CLICK HERE](#)** to request a quotation for our services.



## **Agility Fairs and Events Logistics LLC**

Tel: + 1 941 861 8930

US Toll Free: 866 298 3422

[www.agility.com](http://www.agility.com)

Contact: Colin May

E-mail: [cmay@agility.com](mailto:cmay@agility.com)

Mobile: + 1 404 822 5440

All business is transacted only in accordance with our General Trading Conditions.

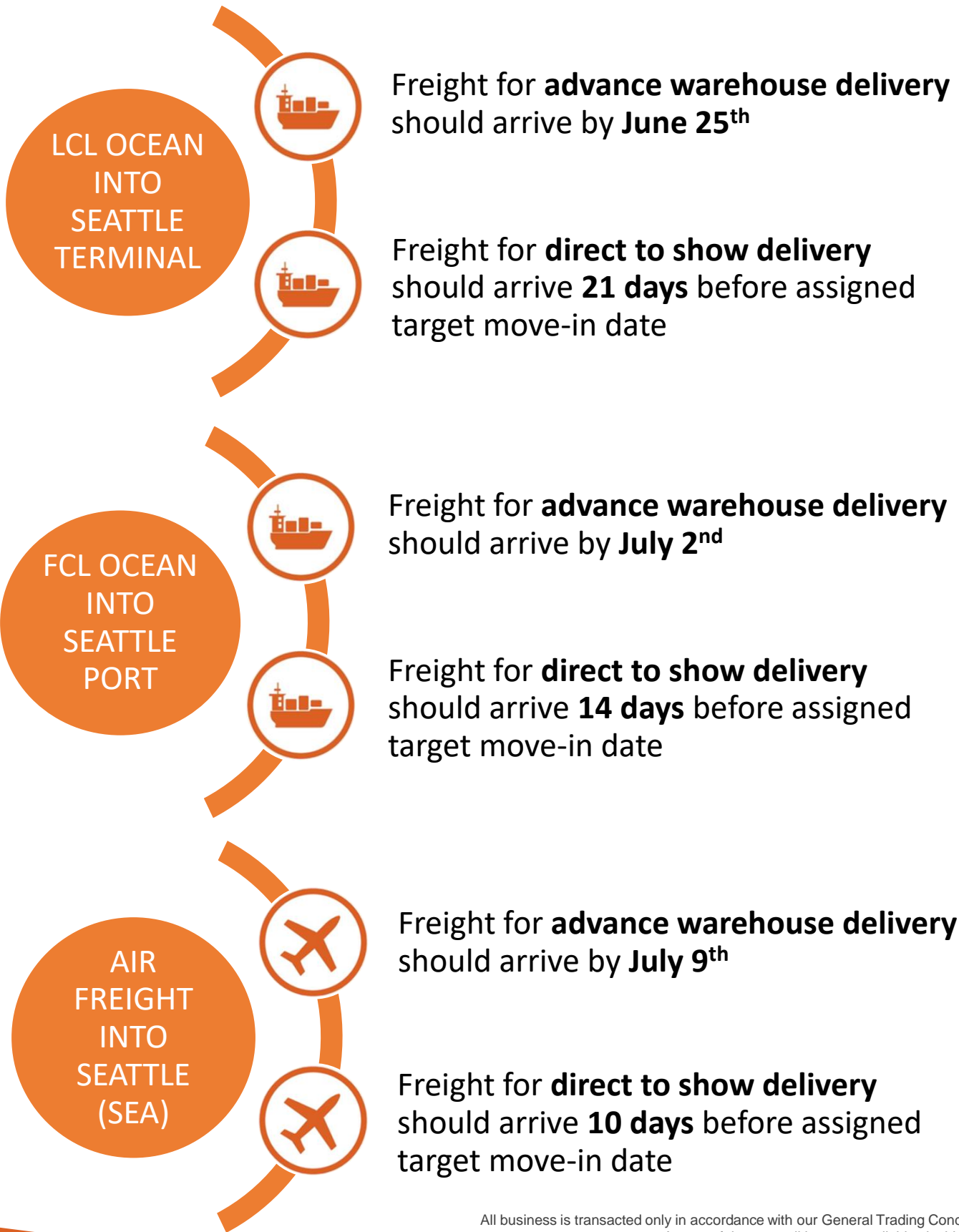
A copy of these conditions are available via this [LINK](#)

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# Arrival Deadline Dates



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# Consignment and Marking Instructions

- Spokane Convention Center
- 334 W. Spokane Falls Blvd.
- Spokane, WA 99201 USA

- *"Exhibitor Name"* / Booth No. \_\_\_\_\_
- HYDROVISION 2021
- E-mail: [cmay@agility.com](mailto:cmay@agility.com)
- Tel: + 1 941 861 8930
- Fax: + 1 941 237 5681

## Consignee



## Notify



- *"Exhibiting Company Name"*
- c/o HYDROVISION 2021
- Booth No. \_\_\_\_\_
- Spokane Convention Center
- Spokane, WA USA
- Made in (country of origin)

## Marks



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To find an **Agility Fairs & Events** agent office in your country please [CLICK HERE](#)

If you only require services from arrival USA, then [CONTACT US](#) prior to shipping for handling and coordination

Please [CLICK HERE](#) for blank shipping documents and instructions (ex - pre alert, ISF form, commercial invoice & packing list, Customs POA and other gov't agency forms)

NOTIFICATION - You must notify Agility Fairs & Events with details of your shipment before it departs the origin country

INSURANCE – Take out adequate insurance to cover the value of your exhibit to and from the show

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# Shipping Documents

CLICK RED TABS BELOW TO OPEN DOCUMENTS

Pre Alert Requirements  
for Air Freight

Pre Alert Requirements  
for Sea Freight

Pre Alert Form

ISF Guidelines and Notes  
for Consolidated Containers

ISF Worksheet

Commercial Invoice  
& Packing List Form

Customs POA Form

POA Non-Resident Form

Instructions for Completion  
of Customs POA Form and  
Non-Resident Form

Re-export FPPI - Power of  
Attorney for Foreign  
Principle Party in Interest

Textile Declaration Form

Textile Manufacturer Form

Toxic Substances  
Control Act Form (TSCA)

Lacey Act Form

- Pre Alert requirement documents are basic guides for which documents are required for air and ocean shipments, and details on specific items that require additional documentation.
- Pre Alert form is your instructions page to us on how to handle the shipment.
- ISF guidelines are notes on what is required to complete an Importer Security Filing for your ocean shipment along with the blank ISF form.
- Commercial Invoice and Packing List (CIPL)
- The Customs Power of Attorney (POA) and Non-Resident forms are required for ALL import shipments into the United States. Instructions for these forms are attached.
- Re-export FPPI Power of Attorney is required for ALL shipments that are being re-exported after the show / exhibition.
- Textile Declaration form and manufacturer form are both required for any shipment that contains any textile items.
- TSCA form is required for any shipment that contains a chemical. The TSCA form is required for all shipments that contain pens.
- Lacey Act form is required for any product that is made of wood.

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Agility Fairs & Events is ready to make your international shipping needs easy. Contact Agility Fairs & Events USA today to get started!

**Show Project Manager: Colin May**

**Email: [cmay@agility.com](mailto:cmay@agility.com)**

**Mobile: + 1 404 822 5440**

### **Agility Fairs & Events**

1100 Tamiami Trail South, Suite B

Venice, FL 34285 USA

Tel: + 1 941 861 8930

US Toll Free: 866 298 3422

Fax: + 1 941 237 5681

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**Please [CLICK HERE](#) to request a quotation for our services.**

Agility Fairs & Events Logistics LLC terms and conditions require that all transportation services be paid before the show opens. International exhibitors may make credit arrangements through our coordinating offices in their home country. Payment may also be made via wire transfer or credit card.

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# Agility Agent Offices

Agility Fairs & Events has an agent office in most countries. If you do not see your country listed below, then please contact Agility Fairs & Events USA so that we can provide local contact info.

## Australia

Agility Fairs & Events  
28-32 Sky Road  
Melbourne Airport  
VIC 3045  
Australia  
Contact: Fiona Ostoj  
Tel: + 61 3 9330 3303  
Fax: + 61 3 9330 3337  
Email: expoeasy@agility.com

## Austria

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Graz 8010  
Austri0061  
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Tel: + 43 316 8088 150  
Fax: + 43 316 8088 159  
Email: patrick.goergl@amb-logistics.at

## Belgium

Schenker Fairs & Exhibitions  
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1820 Steenokkerzeel  
Belgium  
Contact: Selma Demir  
Tel: + 32 2 716 37 86  
Fax: + 32 2 716 38 55  
Email: selma.demir@dbschenker.com

## Brazil

Fulstandig Shows e Eventos  
Estrada dos Bandeirantes  
Camorim, 10875  
Brazil  
Contact: Claudia Almeida  
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## Canada

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## China

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No. 22 Chaowai Street  
Chaoyang District  
Beijing 100020  
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## Denmark

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Copenhagen, Denmark  
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## Finland

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## France

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Fax: + 33 7 88 63 82 46  
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## Germany

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40599 Duesseldorf  
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## Hong Kong

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## India

PS Bedi Group  
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Phase – I, New Delhi  
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## Ireland

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## Italy

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## Japan

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Email: fejapan@agility.com

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# Agility Agent Offices

## Korea

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1967 DB Heemskerk  
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Fax: + 31 251 2500 65  
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## United Arab Emirates

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Email: NBong@agility.com

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