



**exhibitions
Cargo®**

**YOUR SHIPPING PARTNER FOR
INTERNATIONAL MEETINGS**

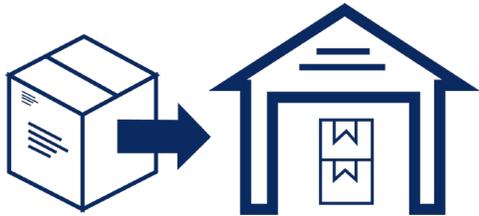
**EVENT:
LASA 2020**

Customer (312) 373 9257
Service in USA: (619) 793 5414

Customer
Service in MEXICO: +52 (442) 235 7400

www.exhibitions cargo.com

OUR PROCESS IS SIMPLE:



Send your boxes to our warehouse



Fill out our paperwork, it's really simple



Get your boxes on site

We provide FREE consultation:

Our Customer Care expert, Silvia, will be happy to guide you through all the shipping process.



 Silvia@exhibitions cargo.com

 (312) 373 9257/ (619) 793 5414

We recommend you send the list of your contents as soon as possible, if there's any restrictions or special process, she'll let you know exactly how we will proceed so you can focus on your event and leave all the logistics to us.

If you're shipping...



From the USA:

- **Warehouse:** Miami
- **Warehouse deadline:** April 17th
- **Documents deadline:** April 10th
- **Delivery date at the Venue:** May 12th

From Canada:

- **Warehouse:** Missisagua
- **Warehouse deadline:** April 17th
- **Documents deadline:** April 10th
- **Delivery date at the Venue:** May 12th

From Europe:

- **Warehouse:** London
- **Warehouse deadline:** April 17th
- **Documents deadline:** April 10th
- **Delivery date at the Venue:** May 12th

From Asia, Africa, Central America or South America:

- **Boxes will need to be sent directly to the consignee with the following information:**
- **Destination Airport:** MEX (Aeropuerto Internacional de la Cd. De México)

 **Do not send your boxes through FedEx, nor send them directly to the venue**

Consignee:

Expos Cargo S.A. de C.V.
Calle Juan Caballero y Osio #277
Col. Calesa, Queretaro, México 76020
RFC ECA1107208K9

Notify:

Expos Cargo S.A. de C.V.
Miguel Venegas
logis7@exhibitions cargo.com
+52 (442) 235 7400, ext. 119

- **Documents deadline:** April 17th
- **Must arrive to Mexico by** April 24th
- **Delivery date at the Venue:** May 12th



Once we have your information, we will provide a warehouse address to send your boxes .
Additional permits may be required by Mexican authorities due to COPYRIGHT regulations.

Returns...



If you're considering returning any leftovers, let us know once you send us the shipping invoice so we can consider a roundtrip quote. It can be estimated data.

Once the event is over, we will need the inventory of the returning items, and for you to sign a return "Service Agreement".

Please let us know **48 hours before the pickup** what you will be returning, and the following information:

- The name of the person that will hand the boxes to us.
- His/her direct Line or Cellphone number.
- Hall or room the boxes are located at.
- Estimated number of boxes.

Once you have finished packing, confirm **FINAL NUMBER OF BOXES** and send us your **shipping invoice completely filled out**. If you return products that we did not import, there could extra fees, due to taxes.



Alcoholic beverages, cigars, tobacco, used clothing, food, seashells are restricted items that cannot be imported back to the US. Other restricted items are skin products like sunscreens, lip balms, after sun lotions, that originally were not imported through Exhibitions Cargo.

Do's

1 Make sure you have provided Exhibitions Cargo with your Agreement, Shipping invoice and image file of your logo. **BY EMAIL ONLY**

2 Pack your products in a systematic way to make the customs process more agile.

3 Stick the Official Shipping label on the side of each box, not on the top.

4 Provide us with all your tracking numbers and numbers of boxes sent, to make sure nothing is left behind.

5 **Returns**
If you need to return any items, as long as they are not food or drinks, let us know 48 hours before your event ends.

Dont's...



1 Do not ship before knowing the restrictions, necessary paperwork and logistics strategy for your products.

2 Avoid taking your display and promotional materials as part of your luggage.

3 Don't ship your boxes to the consolidation warehouse without prior notice to Exhibitions Cargo.

4 Do not place inside or outside your boxes any document.

5 Avoid shipping directly to the venue. Without first consulting with us.

6 If you're shipping electronics contact us 3 months before the event so we can comply with the NOMs procedure.

GET IN TOUCH WITH US!



**exhibitions
Cargo**®

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