



GENERAL SHIPPING INSTRUCTIONS

IN BANGKOK, THAILAND

Rogers Bangkok Co.,ltd
90/1 Moo.4, Bangchalong, Bangplee
Samutprakarn 10540 Thailand
Tel: 662-752-6417-9 Fax: 662-752-6420
Email: exhibitions@rogers-asia.com Website: www.rogers-asia.com



Shipping Instruction

A) Arrival Deadlines

All exhibits forwarded by sea or air should arrive (Bangkok) by the following dates :

Sea freight : 14 Days before show.

Air freight : 7 Days before show.

Films & Video Tapes : 10 Days before show.

Any exhibits that arrived after such dates will require urgent processing and clearance. Additional charges incurred will be passed on at cost.

B). Consigning Instruction

All exhibits forwarded by air or sea freight should be **consigned to:**

Rogers Bangkok Co.,Ltd

90/1 Moo.4 Bangchalong, Bangplee, Samutprakarn 10540 THAILAND

Tel. : (662) 752 6417-9

Fax : (662) 752 6420

Etc : Exhibition Department

E – mail : exhibitions@rogers-asia.com

For : _____

All consignment must be on a “ **Freight Prepaid** “ basis. Any consignments arriving Bangkok on a freight collect basis will be subject to a 10% service fee for advance payments made on your behalf.

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C). Documentation

Documents Required

| Sea freight Shipment: | Original | Copies |
|-----------------------------------|-------------|------------|
| Bill Of Lading | 1 (one) | 2 (two) |
| Commercial Invoice / Packing List | 3 (three) | 4 (four) |
| Insurance Certificate | 1 (one) | 1 (one) |
| Catalogues or Picture of Exhibits | 1 (one) | |

The above documents should be Airmailed / couriered to us at least 1 week before the arrival of vessel in Bangkok.

| Airfreight Shipment : | Original | Copies |
|-----------------------------------|-------------|------------|
| Commercial Invoice / Packing List | 3 (three) | 4 (four) |
| Insurance Certificate | 1 (one) | 1 (one) |
| Catalogues or Picture of Exhibits | 1 (one) | |

The above documents should be attached to the Air Waybill and faxed to us at least 48 hours before arrival of cargo.

Full details, such as description of commodity, quantity, unit value in U.S dollars and CIF terms. * Invoice must be in the **English Language**.

Please separate the combined and packing list for items intended for temporary and permanent Import.

D). Marking

The following marking must be clearly marked on all packages.

Thailand has different customs procedures from many countries in the world to avoid complication; Performa invoices must be accurate and perfectly matched with your exhibit.

If exhibit is machine, equipment or instrument that has part number, model number, or serial number, please show them on the invoice to avoid problem at re-export. If there is no model number, catalogues or



pictures of exhibits are also required when presenting customs entry forms to Thai customs.

Exhibition Title _____

C/O Rogers Bangkok Co.,Ltd

Exhibitor _____

Stand No _____

Case No _____

Measurements _____

Gross Weight _____

E). Freight Forwarder from the Origin Country

All exhibitors are recommended to use Rogers' s agents to co – ordinate and handle exhibits from your country to the show stand.

These agents have been working with us on a regular basis and they are quite familiar with Thai Customs Procedures relating to exhibition and trade show shipments.

F). Packing

Due to rough handling during international shipment, please pack your exhibits in strong wooden crates that are suitable for repacking for onward shipment.

For those exhibits over 5 cubic meters or over 2,000 kgs., please consult with an experienced crate builder in your area or contact our agent to ensure proper handling.

G). Insurance

Due to the potential for damage numerous international shipments, it is recommended that you obtain proper all – risks insurance coverage for your exhibits on round – trip basis.

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Term of payment

Payment for inward must be paid prior to release of the exhibits at the exhibition stand. Outward charge must be paid prior to final release of the shipment, unless otherwise arranged.

Our bank account :

**ROGERS BANGKOK CO.,LTD
SIAM COMMERCIAL BANK PUBLIC COMPANY LIMITED
KING KAEW RD. (ON-NUCH) BRANCH
SAVINGS DEPOSIT ACCOUNT
A/C 347-256105-4
SWIFTCODE: SICOTHBK**

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