



International Shipping Instructions

A Division of Rock-It Cargo USA, Inc.



2006 OFFSHORE TECHNOLOGY CONFERENCE
May 1 – 4, 2006
Reliant Center at Reliant Park - Houston, Texas

The Society of Petroleum Engineers, on behalf of the Offshore Technology Conference, has appointed Rogers Worldwide as the sole official provider of international shipping, customs brokerage, freight forwarding and related services for the Offshore Technology Conference. All exhibitors, standbuilders and suppliers for this event expecting international shipments to arrive at the show should carefully note the following instructions and information. For additional information, please contact one of our offices:

CHICAGO:

Import Department
1550 E. Higgins Road, Suite 106
Elk Grove Village, IL 60007
Tel: 847 806 9200
Fax: 847 806 9204
import@rerogers.com

LAS VEGAS:

Ms. Sherri Pelc, LCB
570 W. Cheyenne Ave., Suite 70
N. Las Vegas, NV 89032
Tel: 702 642 3575/Mobile: 702 408 6481
Fax: 702 648 6968
spelc@rerogers.com

We wish you a successful participation in this event and look forward to being of service to you.

A) Documentation

A blank copy of the required proforma invoice/packing list is attached for your use. For all shipments, we require five (5) copies of this form. The forms must be TYPED in ENGLISH.

The uses of descriptions such as 'exhibition goods' or 'tradeshow samples' are insufficient. Please indicate on the shipper's invoices, air or ocean bill of lading and associated manifests what a majority of the cargo contained in a shipment actually is to avoid costly and time consuming intensive examinations by agencies of the U.S. Government.

The invoices must show the following information to be considered by U.S. Customs as a valid shipper's invoice as per 19 CFR 141 (Customs Regulations):

- Name and address of the shipper including a contact name, their phone and fax numbers, e-mail address and website.
- The name, dates and venue of the event (Offshore Technology Conference, May 1-4, 2006, Reliant Park, Houston, TX).
- The name of the actual registered exhibitor.
- The name of the pavilion (if the exhibitor is participating in an international pavilion).
- The correct booth or stand number
- Identifying marks on the packed pieces of cargo.
- Quantity of each item.
- Precise description of each item including serial numbers, model numbers, brand name, common English name and harmonic (Brussels) number of each item. Harmonic or Brussels numbers can found at <http://www.usitc.gov/tata/index.htm>
- Weights and dimensions of each package
- The country of origin of each item.
- The F.O.B. value of each item in U.S. dollars.

U.S. CUSTOMS MUST BE ABLE TO READILY ASCERTAIN WHAT ITEM IS PACKED IN WHICH CRATE OR CARTON. U.S. CUSTOMS MUST ALSO BE ABLE TO READILY ASCERTAIN WHAT CRATE OR CARTON IS PACKED IN WHICH OCEAN CONTAINER FOR FULL CONTAINERLOAD SHIPMENTS.

The invoice should be consigned to:

ROGERS WORLDWIDE
OTC 2006
1550 E. Higgins Road #106
Elk Grove Village, IL 60007

Any device that emits radio frequency and/or radiation emissions including sensors, smoke detectors, monitors, biometric equipment, computers, wireless telephony transmission and/or reception gear require clearance through the Federal Communications Commission (FCC) and/or the U.S. Food & Drug Administration (FDA). For information regarding the import requirements for these agencies, please see the following websites: FCC: <http://www.fcc.gov/> and FDA Radiation Emitting Devices: http://www.fda.gov/cdrh/radhlth/eprc_imports_and_exports.html

Monitors, CD/DVD players/recorders and other radiation emitting devices that do not comply with existing FDA import requirements may be entered temporarily in limited numbers provided each item is immediately re-exported or destroyed under Custom's supervision and marked with the following phrase:

TESTING/EVALUATION ELECTRONIC PRODUCT - NOT TO BE SOLD IN THE UNITED STATES. THIS PRODUCT HAS NOT BEEN TESTED FOR COMPLIANCE WITH THE APPLICABLE U.S. RADIATION PERFORMANCE

The FCC and FDA forms can be downloaded from the following websites:

FCC Form 740: <http://www.fcc.gov/formpage.html>

FDA Form 2877: http://www.fda.gov/cdrh/radhlth/eprc_imports_and_exports.html

If you intend to ship edible items such as foods and beverages, please contact Rogers Worldwide in advance for information on importation procedures and permits required for these items. As per the Bioterrorism Act of 2002, shipments containing any quantity of food and beverage items require that the exhibitor be registered with the U.S. Food & Drug Administration (FDA) in advance of shipping. Prior notification of the shipment must be made with the FDA no earlier than five days and no later than eight hours prior to the arrival of the freight at the first U.S. port of unloading or entry. Failure to comply with these requirements could result in costly delays and possible seizure of your shipment by the U.S. Government. Please see this website for more information: <https://www.access.fda.gov/>

Exhibitors may also be required to prove upon request to the U.S. Customs & Border Protection Bureau authorized use of trademarks, copyrights and other intellectual property.

It is the exhibitor's responsibility to insure that their material conform with all existing US law and regulation regarding the import of any item regulated by the FDA, FCC or any other Government agency. Additional cost may be associated with these clearances, permits or licenses.

B) Restricted Cargo

DO NOT SHIP TEXTILES OR WEARING APPAREL OF ANY KIND WITHOUT PRIOR APPROVAL

The following categories of material may require special documentation and/or clearances to enter the United States:

- Food & Beverage Products
- Televisions & Computer Monitors
- Products Made of Animal Parts
- Live Animals
- Firearms & Ammunition
- Bearings of All Kinds
- Textiles and Wearing Apparel
(hats, ties, bags, shoes, t-shirts, etc.)
- Basic Iron & Steel Products
- Alcohol and Alcoholic Beverages
- Plants, Nuts, Roots and Seeds
- Motor Vehicles, Vessels & Aircraft
- Explosives and Other Military Equipment
- Biological and Nuclear Material of Any Kind
- Goods of U.S. Origin Being Returned
- Drugs and Medical Equipment of Any Kind

This list is not exhaustive and subject to change at any time by operation of law. Please contact Rogers Worldwide for specific requirements regarding these and other categories of material.

1. The United States does not recognize the use of carnets for the purposes of exhibitions and fairs. Therefore, the carnet should be designated for use with 'professional equipment'.
2. Rogers Worldwide and our authorized agents should be named as the authorized representatives able to sign the carnet.
3. Sufficient counterfoils or vouchers should be included in the carnet packet.
4. If the general list is in any language other than English, then a translation into English should accompany the carnet. There will be an additional charge for any translation done by Rogers Worldwide or our agents.
5. A packing list that indicates how each named item on the general list is packed and in which crate, carton or other shipping unit should accompany the carnet.
6. Goods for definitive or permanent entry that are shipped with goods covered by an ATA carnet should be packed and documented separately as well as manifested with a separate house air or ocean bill of lading. Failure to do so could lead to additional expense and possible delay in the clearance process to separate the commingled goods.

F) Deadline Dates and Consignment Instructions

OCEAN FREIGHT

All LCL ocean freight shipments must arrive at and be routed to **HOUSTON** CFS by **DATE** with the ocean bill of lading consigned to:

ROGERS WORLDWIDE
OTC 2006
Attn: Import Department
1550 E. Higgins Road #106
Elk Grove Village, IL 60007
Tel: (847) 806-9200
Fax: (847) 806-9204

Two (2) original and two (2) copies of the Bill of Lading and proforma invoices must be received by the Rogers Worldwide Chicago office no later than one (1) week prior to the ships arrival. **We recommend use of express Bills of Lading to prevent delays.**

Important Information Regarding Full Containerload Shipments

If you plan to ship full ocean containers or self-propelled vehicles to the show, we recommend that the container arrive at CY or rail ramp of the port named above **ten (10) working days prior to the exhibitor's target load-in date at the showsite**. The bill of lading should be consigned as indicated above. Please contact the show manager or consult your exhibitor's service kit for advice regarding target load-in dates at the showsite. For all full ocean container shipments, an 'Intermodal Certification' which conforms to the regulations of the U.S. Federal Highway Administration must be given to the ocean carrier to avoid unnecessary delays in handling and delivery of the container to the showsite.

The exhibitor is responsible for any cleaning charges for container or chassis returned to their steamship line with trash, dunnage, blocking, bracing and fasteners that has been left in the container after unloading. The exhibitor is responsible for retaining all dunnage, blocking, bracing, rigging, fasteners and other gear needed to secure the cargo if this gear is necessary for securing the outbound cargo.

NOTE REGARDING EARLY MOVE-IN: Permission for early move-in must be obtained in advance and in writing from Freeman Decorating. Copies of the written authorization for early move-in must be faxed to the Rogers Worldwide Chicago office three working days prior to the early move-in date. Failure to obtain advance permission will prevent delivery to the showsite.

Deliveries made outside of straight time are subject to overtime surcharges.

NOTE ABOUT CONTAINER STORAGE AT SHOWSITE: Ocean containers may be kept at the showsite after unloading with approval from Freeman Decorating. The following conditions apply:

1. The exhibitor or their designated forwarder or standbuilder is responsible for the safekeeping and security of the container and chassis while on-site. Any loss or damage to the equipment is the responsibility of the exhibitor or their designated forwarder or standbuilder.
2. The exhibitor or their designated forwarder or standbuilder is responsible for any container or chassis rental, storage, 'per diem', drayage or demurrage charges from their steamship line, Rogers Worldwide, any truckers involved in the movement of the container and/or chassis and Freeman Decorating. If you have arranged for free use of the container and chassis through your steamship line, then please provide us with a copy of this authorization from your steamship line to prevent rental, storage or demurrage charges.
3. Space at the showsite may or may not be available for container storage before and after move-in and move-out. In the event that the venue does not allow storage before or after the OTC contracted days, all containers will be stored at an intermediate secure yard by Rogers Worldwide and storage charged accordingly along with any demurrage, 'per diem', chassis rental or other carrier charges may be due.

AIR FREIGHT

All non-perishable airfreight shipments must arrive at and be routed to **HOUSTON INTERCONTINENTAL (IAH)** airport no later than **DATE** with the airwaybill consigned to:

ROGERS WORLDWIDE
OTC 2006
Attn: Import Department
1550 E. Higgins Road #106
Elk Grove Village, IL 60007
Tel: (847) 806-9200
Fax: (847) 806-9204

The proforma invoice/packing lists must accompany the shipment, attached to the air waybill.

COURIER SHIPMENTS

COURIER SHIPMENTS MUST NOT BE CONSIGNED OR SENT ACCORDING TO THESE INSTRUCTIONS. Refer to the official general contractor's shipping instructions for consignment instructions for shipments sent directly to the advance receiving warehouse or the showsite.

Important Information For Ocean & Air Freight

- For all shipments, copies of documents, including truck, air or ocean bills of lading, invoices, carnets, packing lists and other required documentation must be faxed to Rogers Worldwide (Fax: (847) 806 9204) prior to arrival. Please also indicate the name of the exhibitor's showsite representative and the name of the hotel where they will be staying.
- On all shipping documents (Bill of Lading, air waybill) please indicate:

NOTIFY ON ARRIVAL
Rogers Worldwide
Import Operations Department
Tel: (847) 806 9200 / Fax: (847) 806 9204

- All air and sea consignments must arrive freight prepaid. Any collect shipments will incur a 15% surcharge to cover the advancement of funds.
- For all full ocean containerload shipments that are routed to door of the showsite where the steamship line or carrier controls the final delivery and choice of trucker, a delivery coordination fee will be charged to the exhibitor.
- We recommend the use of durable crates with screw-down lids to prevent loss or damage. Containers and glassware of any kind must be packed in at least double walled high strength cardboard boxes with adequate cushioning to prevent breakage. Rogers

Worldwide will not be responsible for broken containers or crushed boxes that are not adequately packed. Unpacking and packing your cargo at the showsite is the responsibility of the exhibitor.

- We recommend the use of double-walled pallet boxes for consolidated shipments containing material for several exhibitors in the same pavilion. Rogers Worldwide would break down these pallet boxes at the showsite. Use of these pallet boxes prevents pilferage, loss and breakage. Each pallet box must be marked with the name of the exhibitors contained therein as well as their booth numbers. A packing list should be provided for each pallet box. The manifest for consolidated shipment should specify what exhibitor is in what pallet box in terms of pieces, weight and measure.
- Additional charges will be billed for any translation services performed by Rogers Worldwide or our agents for invoices, packing lists and other documentation that is not in English.

G) Outbound Consignments

At the conclusion of this event, Rogers Worldwide will be coordinating the outbound activities for our customers to their countries of origin. Customs exit formalities must be finalized **NO LATER THAN MAY 3, 2005** before any international goods will be allowed to leave the United States. We can discuss the appropriate arrangements with each exhibitor during the exhibition. Therefore, it's vital that we know the name and hotel accommodations of the showsite representative of the exhibitor. However, if the outbound disposition of your goods and equipment is known in advance of the show, please notify the Rogers Worldwide Chicago office at your earliest convenience.

RETURN OCEAN FREIGHT NOTICE: Ocean freight bookings must be made by Rogers Worldwide no later than **APRIL 25, 2005** to insure space and equipment availability and to begin processing any required U.S. Customs' paperwork. Failure to book your return ocean freight in a timely manner will result in additional costs and delay. If you wish for the booking to be made with a specific carrier, we must know the name of that carrier, the agent in Houston and the quote number to be referenced on the outbound bill of lading. Shipments sent via a designated carrier will be sent COLLECT.

Express bills of lading can only be issued to consignees with approved credit and with the permission of the carrier.

Failure of the exhibitor or their agent to contact Rogers Worldwide to make return arrangements will result in additional costs and delays. It is the responsibility of the exhibitor to properly pack and label their outbound cargo sufficiently to withstand the rigors of international transit. It is also the responsibility of the exhibitor to pay any charges due the general contractor and properly complete according to Rogers Worldwide's instructions any outbound material handling agreement or outbound bill of lading that may be required by the general contractor. The exhibitor tenders their outbound cargo at their own risk. Rogers Worldwide's responsibility for the cargo begins when the freight is placed on our designated outbound carrier.

If the freight arrived via full ocean container and is departing in the same manner, please make arrangements in advance with the steamship line of your choice to allow the inbound container and chassis to be kept at the showsite for use on the outbound transport of your goods. These arrangements must be made in advance to insure equipment availability. There may be additional charges for showsite drayage and container/chassis demurrage.

H) Service Rates & Fees

Following is our tariff for our services. All rates are in U.S. Dollars.

1. Import Services:

- a. Inbound A.T.A. Carnet Endorsement: \$165.00/carnet
- b. Definitive Customs Entry Fee: \$225.00/entry
- c. Temporary (Trade Fair) Customs Entry Fee: \$275.00/entry
- d. Additional Shipper's Invoices (past one): \$18.00 each

- e. Additional Tariff Classifications (past three per invoice): \$9.00 each
- f. Inbound Delivery Coordination/Supervision: \$35.00/Exhibitor/shipment or \$35.00/FCL, whichever is greater; Minimum = \$70.00/shipment
- g. Airport Transfer Fees or Origin CFS Handling Fees:
 - Minimum: \$30.00/shipment
 - Rate: \$0.22/chargeable kilo
 - Maximum: \$450.00/shipment
- h. Communications/Messenger Fee: \$35.00/entry or carnet
- i. US Food & Drug Administration Clearance (if necessary):
 - Food & Beverage Products: \$145.00/entry
 - Other Products: \$45.00
- j. FCC and Other Required Government Forms: \$25.00 each
- k. Destination Terminal Handling or Other Collect Carrier Fees: At cost, Minimum = \$55.00 per air or ocean bill of lading.
- l. Import Surety Bond: Necessary if an A.T.A. carnet is not used.
 - Minimum: \$75.00/entry
 - Definitive Import: 0.7% of the FOB value of the cargo
 - Temporary Import: 1.5% of the FOB value of the cargo
 - Maximum: \$2500.00
- m. Duty, Tax & Customs User Fees, Estimated, Subject to Change: At cost plus cash advance fee determined by actual amount of duty, tax and user fees.
- n. Delivery of Cargo: Dependent on port or airport of arrival. Please ask for a cost estimate. Indicate weight, measure, mode of transport and any special requirements (air-ride, flatbed, vanline, etc.).

Note: A delivery coordination fee is charged for any shipment routed by the shipper through their Carrier or Forwarder to Door Showsite or Advance Receiving Warehouse:

Ocean Freight: \$150.00/Bill of Lading
 Air Freight (Including all Free Domicile/Free House Shipments):
 \$50.00/Airwaybill

Following are the rates for pickups & deliveries made in Houston, TX. All rates are based on ACTUAL weight.

From arrival at airport/CFS/CY Houston to delivery at:

Advance Receiving Warehouse:

Minimum: \$140.00/air or ocean bill of lading
 Rate: \$0.62/actual kilo
 FCL Shipments: \$650.00/container
 Maximum: \$650.00/truckload

Showsite:

Minimum: \$175.00/air or ocean bill of lading
 Rate: \$0.74/actual kilo
 FCL Shipments: \$765.00/container
 Maximum: \$825.00/truckload

Fuel Surcharge: Dependent on the price of fuel as of April 1st 2006.

Notes: Prices will include one hour of free waiting time. Prices based on use of standard, non-air-ride equipment during regular working hours unless otherwise specified. Special delivery or equipment surcharges may be due for pickups or deliveries made outside of regular working hours or for loads that require special equipment. Truck waiting time will be assessed at a rate of \$65.00/hour or fraction thereof.

Full container load rates do not include showsite container drayage, drop charges, chassis rental (if necessary), equipment demurrage or movement outside of regular working hours. All full container rates based on live unload with one hour of free time, both ends.

2. Showsite Services

In the United States, only the official general contractor appointed by the event organizer or management is allowed to physically move any cargo at the showsite, store empty packing material, provide forklifts, other handling equipment and labor or any other showsite services. Rogers Worldwide can pay on behalf of the exhibitor their showsite material handling or drayage charges to the official general contractor on a cost plus a cash advance/handling charge provided certain conditions are met and understood by the exhibitor. However, Rogers Worldwide is in no way responsible for the timely or proper provision of these services. Please contact our Chicago office for further information.

a. Rate Structure: All charges actually billed will be based on estimated showsite material handling charges that are subject to change. Our cash advance/handling charges are based on a percentage of the total estimated showsite material handling charges. The exhibitor can pay their showsite material handling charges directly to the general contractor and avoid the payment of our cash advance/handling charges. Our cash advance/handling charges are based on the following schedule:

- Minimum: Cost plus \$30.00
- Amounts equal to or less than \$500.00: Cost plus 30%
- Amounts greater than \$500.00 to equal to \$2000.00: Cost plus 27.5%
- Amounts greater than \$2000.00 to equal to \$5000.00: Cost plus 25%
- Amounts greater than \$5000.00 to equal to \$10000.00: Cost plus 22.5%
- Amounts greater than \$10000.00: Cost plus 20%

b. Terms and Conditions: Following are our terms and conditions regarding showsite material handling and other showsite services. The exhibitor should also refer to the general contractor information contained in the exhibitor service kit.

- The exhibitor understands that neither Rogers Worldwide nor our agents, service partners, sister companies or other suppliers can be held responsible for the failure of the general contractor to perform showsite material handling, drayage or other showsite services in a responsible or timely manner. Complaints regarding these services should be directed to show management or the general contractor for resolution.
- The exhibitor understands that neither Rogers Worldwide nor our agents, service partners or other suppliers are liable for any damage or loss that occurs while the freight is in the custody of the general contractor. All claims for loss or damage that may occur on or at the showsite should be made directly with the general contractor. Please note the terms and conditions of service as well as the limits of liability of the general contractor are usually published in the exhibitor service kit or indicated on the contractor's order forms.
- The exhibitor must supply Rogers Worldwide with the general contractor's third party payment form that designates R. E. Rogers Inc. as the party paying the showsite material handling charges on behalf of the exhibitor. The form must be completely filled out with the exhibitor's credit card information and signed by the authorized credit card holder. The completed third party payment form must be sent to Rogers Worldwide and the general contractor no later than one week prior to the load-in at the showsite.
- It is the responsibility of the exhibitor to arrange in advance for early move-in, late move-out, special handling equipment or other special services with the general contractor. These arrangements should be done in writing with copies given to Rogers Worldwide. Rogers Worldwide can assist in the planning and coordination, but the ultimate responsibility lies with the exhibitor.
- It is the responsibility of the exhibitor to properly label their empty crates and other packing material with labels supplied by the general contractor. The exhibitor understands that Rogers Worldwide is not responsible for the timely return of empty crates and other packing materials at the conclusion of the event. Nor is Rogers Worldwide responsible for any item sent to storage that does not return. Complaints regarding empty storage and return should be directed to show management or the general contractor. As a guide, empty crates and packing material is generally returned to the exhibitor's booth within two to six hours of close of the event. The exhibitor should plan dismantling and travel plans accordingly.
- It is the responsibility of the exhibitor to properly pack, label and mark their outbound freight according to instructions received from Rogers Worldwide. The exhibitor understands that Rogers Worldwide's liability for the freight begins when the cargo is placed on our designated carrier. It is the responsibility of the exhibitor to properly file an outbound bill of lading with the general contractor that consigns the cargo according to instructions received from Rogers Worldwide. Failure of the exhibitor to contact Rogers Worldwide for proper consignment instructions will result in needless delays and additional costs for which the exhibitor will be responsible.

- The exhibitor understands that all claims for loss or damage, complaints about deficient service and the correction of billing errors must be made prior to the conclusion of the show. Absolutely no changes can be made in the amounts due for showsite material handling and other services after the close of the event.
- The exhibitor understands and respects all union work rules and jurisdictions as described in the exhibitor service kit. The exhibitor will not tip, bribe nor otherwise induce any union member for the provision of any service. The exhibitor will report to show management any instance where a union member has solicited a tip or bribe. Any complaints regarding the actions or behavior of any union member should be reported by the exhibitor to show management.
- The exhibitor assumes all liability for any cargo placed on or near their booth by the contractor. Any claims for loss or theft of any exhibit material should be made to show management. Copies of any reports made should be given to Rogers Worldwide for customs purposes. Failure to do so could result in the exhibitor having to pay duty, tax and customs user fees on the lost or missing material.

3. Export Services

- a. Outbound A.T.A. Carnet Endorsement: \$165.00/carnet
- b. Cancellation of a Temporary (Trade Fair) Customs Entry: \$200.00/entry
- c. Export Forwarding Fee:
 - Ocean Freight: \$110.00/bill of lading
 - Air Freight: \$55.00/airwaybill
- d. Airport Transfer Fees or Origin CFS Handling Fees:
 - Minimum: \$30.00/shipment
 - Rate: \$0.22/chargeable kilo
 - Maximum: \$450.00/shipment
- e. Outbound Coordination/Supervision: \$35.00/exhibitor/shipment or \$35.00/FCL, whichever is greater; Minimum = \$70.00/shipment
- f. Delivery from Showsite to Port, Airport or CFS Houston: Same policies as indicated in 1, item 'm' above.

Minimum:	\$185.00/air or ocean bill of lading
Rate:	\$0.74/actual kilo
FCL Shipments:	\$850.00/container
Maximum:	\$850.00/truckload
- g. Fuel Surcharge: Dependent on the price of fuel as of April 1st 2006
- h. Communications/Messenger Fee: \$35.00/Bill of Lading, Entry and Carnet
- i. Return Air, Truck or Ocean Freight: Dependent on weight, dimensions, mode, level of service desired, space or equipment availability and other factors.

Please obtain cost estimate in advance and book space and/or equipment early.

Notes: Prices include one hour of free waiting time. Prices based on use of standard, non-air-ride equipment during regular working hours unless otherwise specified. Special delivery or equipment surcharges may be due for pickups or deliveries made outside of regular working hours or for loads that require special equipment. Truck waiting time will be assessed at a rate of \$65.00/hour or fraction thereof.

PLEASE NOTE THE FOLLOWING: Additional charges may be due for shipments that arrive after our arrival deadline dates as well as for overtime, special delivery, other agency clearances, insurance, waiting time, intensive exams, messenger fees, communications fees, import licenses or permits, courier fees, unpacking, packing, storage, demurrage, blocking, bracing, labor, multiple customs entries, truck waiting time, consolidated shipments containing cargo for several exhibitors requiring breakdown in our warehouse or at showsite or for any

other service not otherwise specified in our tariff.

The actual charges associated with a shipment may differ from any written cost estimate given due to a change in the information, particulars or circumstances upon which the cost estimate was based. All services performed on straight time during regular working hours. All rates are in U.S. Dollars.

The actual charges associated with a shipment may differ from any written cost estimate given due to a change in the information, particulars or circumstances upon which the cost estimate was based. All rates are in U.S. Dollars. Kilos are converted to pounds at a rate of 1 kilo = 2.20462 pounds. The international airfreight dimensional relationship of 6000 cubic centimeters per kilo will be used to determine the chargeable weight for all airfreight shipments. Subject to our terms, conditions, instructions and limits of liability.

Return freight rates included in any cost estimate are valid for 30 days from the date they are given.

I) Payment Terms

Payment of all estimated inbound charges must be received prior to filing of any customs entry. Payment of all estimated outbound charges must be received prior to the dispatch of the cargo from the United States. Credit terms may be available from official Rogers Worldwide offices, service partners and agents. Payment can be made via cash, traveler's checks, company checks drawn from an U.S. bank or American Express, Visa or MasterCard. Our bank information is as follows:

Rogers Worldwide
(A Division of Rock-It Cargo USA, Inc.)
c/o Wachovia Bank, Philadelphia, PA, USA
Account # 2000003093119 - ABA Routing# 031 201 467

A copy of your confirmed bank transmittal receipt should be faxed to our Chicago office indicating our invoice number to insure that your payment is properly applied. In the event of non-payment, for any reason whatsoever, that should result in the use of collection agencies for recovery of outstanding monies, Rogers Worldwide reserves the right to full recovery including any deductions of costs imposed by the aforesaid agencies.

The exhibitor is ultimately responsible for all charges billed by Rogers Worldwide regardless whether an agent, forwarder or other third party is involved in any way. All charges due Rogers Worldwide must be paid in full before any claim for loss or damage will be processed, investigated or acknowledged.

J) Cargo Insurance

Rogers Worldwide does not provide or cover transportation insurance for exhibit materials. It is the responsibility of the exhibitor to arrange for adequate insurance coverage of their material while the cargo is in transit and in the custody of Rogers Worldwide, the official drayage contractor or any other carriers, agents or vendors.

K) Recommended Agents

A list of Rogers Worldwide offices experienced in coordinating exhibition shipments is attached. We suggest you contact one of these offices for your transportation services from point of origin to delivery to your booth. If there is not a Rogers Worldwide office or service partner located in your country, please contact our Chicago office for advice. If you choose to use your regular forwarding agent, please provide them with a copy of these instructions.

L) Limits of Liability

Rogers Worldwide's liability for loss or damage of materials entrusted to them for shipment is limited to that of the carriers and/or agents employed to provide such services to a maximum of \$50.00/package or the value of the cargo, whichever is less. Rogers Worldwide retains no liability for plasma screens, light bulbs, glassware of any kind, live animals or plants, musical instruments, weapons, currency, coins, perishable goods, jewelry, hard drives, recorded media or data of any type, monitors and lasers.

All work is undertaken at the owner's risk and otherwise in accordance with these shipping instructions and our terms and conditions as well as applicable law and regulation, a copy of which is available upon request. The aforementioned terms and conditions shall be construed according to the laws of the State of California. It is further agreed that jurisdiction and venue for any suit arising out of this transaction shall be in the Municipal or Superior Court of the State of California in the County of Los Angeles. It is further agreed that in the event of any suit to enforce any of the terms and conditions hereof, then in that instance the prevailing party shall be entitled to reasonable attorney's fees and costs as fixed by the court. It is the responsibility of the exhibitor to file a written preliminary notice of claim with Rogers Worldwide before the close of the show to preserve their rights to make a formal claim at a later date.

M) Quality Service

Rogers Worldwide, our overseas offices, carriers and other vendors are committed to providing the best service for the fairest price. If the exhibitor feels that we have not fulfilled this commitment, please inform any of our Rogers Worldwide offices for an immediate response. Thank you for your business and we hope your participation in this event is a great success!

ROGERS WORLDWIDE Group Offices & Service Partners

ARGENTINA

Hobbit Worldwide Logistics
Contact: Daniel Benincasa
Tel: 54 11 5128 0248
Fax: 54 11 4331 4009
dbbenincasa@hobbit.com.ar

Fax: 45 3 282 0211
lars@onsitegroup.com

EGYPT

Samehco Intl.
Contact: Loutfi Guirguis
Tel: 20 2 454 3155
Fax: 20 2 455 5911
samehco@link.net

Tel: 81 3 3474 8102
Fax: 81 3 5460 9841
igl-exhi@ishikawa-gumi.co.jp

AUSTRALIA

Exposervice-Corrigans
Contact: Lorraine Vivian
Tel: 61 3 9330 3303
Fax: 61 3 9330 3337
exposeasy@exposervice.com.au

FINLAND

Schenker Oy Air & Sea
Contact: Irmeli Ikonen
Tel: 358 10 520 4226
Fax: 358 10 520 4230
irmeli.ikonen@schenker.com

AUSTRIA

Poseidon Sped.
Contact: Robert Kokoschik
Tel: 43 1 798 0350
Fax: 43 1 798 3705
robert.kokoschik@poseidon.at

FRANCE

WEL-World Exhibition Logistics
Contact: Patrick Rejaud
Tel: 33 1 6427 2117
Fax: 33 1 6427 3651
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BELGIUM

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