

10 COMMON MISTAKES

to avoid when shipping outside your country

Be better informed about the Dos & Don'ts when shipping for meetings and events outside your country

01 Shipping all kinds of goods without knowing the transport and import restrictions

Food & Beverages



You will most likely need a Health import license for the country where the event will take place

Dangerous goods



Batteries, some bath salts, essential oils and skin lotions can be considered dangerous goods. Special handling will be required

Natural fibers & raw materials



All packing materials made of wood and used for international shipping must have "Approved by IPPC" stamp, prior to the shipping process.

02 Assuming that you won't need any special import, permit or license

Products that need import licenses or special permits:

It is better to be

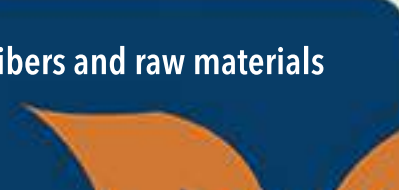
100% sure

you will not need to comply with any import regulation

Medicines, medical equipment and accessories



Natural fibers and raw materials



Animals



Toys



Food and beverages



Art



Pellet guns, guns and hunting equipment



Anthropological and archeological items



03 Packing with unsafe, or used boxes, or not filling the box correctly

-Proper packing will also allow you to make an inventory of the contents of each box. This will help you to have a better control of the content when you receive the shipment at the destination.



04 Shipping through an international courier or parcel company without the import license for the country where the event is going to take place



Limitations



Consider that venues **do not have the appropriate import license to assume responsibility of the permanent or temporary imports** that their guests wish to bring for an event/meeting.



International parcel companies are limited to clear customs, depending on the customs value of the quantity per product may be marked or distributed to the public.



If some of your merchandise requires complying with import restrictions, customs clearance will be delayed, and in most cases, couriers are not able to arrange for any permit or license.

05 Taking your convention materials and promotional items as part of your luggage

In the airport



Each country has a list of allowed items to bring in your personal luggage which should be reasonable according to the length of your trip.

For security reasons customs verifiers are not allowed to receive import taxes.



06 Using shipping firms without a proper representative in the country where the event is going to take place

Consider:

Communication



Know-how



Consultant



Security



07 Shipping your boxes without enough time to perform the transport, logistics and customs clearance



Consider that the transportation cost will be higher if you need a rush freight service

08 Wasting your money

In some countries you may save on Import taxes for conventions, meetings and incentive promotional items.



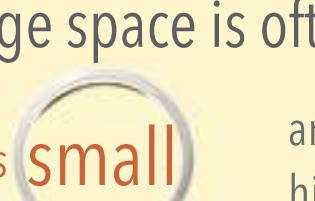
09 Not considering local storage and local transportation before the delivery at the venue

Although the venue may be

really big

the storage space is often

very **small**



and/or they will charge you high rates for the storage time.

Hire local warehousing and transportation that can make **deliveries on weekends, during Holidays and after normal office hours.**



10 Assuming that your venue manager will take responsibility for shipping your temporary items or leftovers back to your office

Usually the venue manager can help you on tracking your cargo, but they are not familiar with the ever-changing customs forms and regulations.



Look for expert advice with a shipping company that knows not only about customs regulations but also how the venues and convention centers work.



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