

Dear All Valued Exhibitors,

We, **JVK International Movers Ltd.** was appointed from “**The Society of Cosmetic Chemists of Thailand (SCCT)**” as the sole official freight forwarder and on-site handling of **3E IFSCC 2011 Conference** at Centara Grand & Bangkok Convention Centre at Central World, Bangkok. This is for provide all our professional services, and smooth clearance of your exhibition goods. *Other Freight Forwarders are **not allowed*** to work, to provide any lifting / material handling equipments, and on-site service into stand and vice versa.

**Our services are inclusive of :**

- Customs Clearance : Temporary Import Customs Clearance under Bank Guarantee & ATA Carnet, Permanent Importation, Diplomatic Cargo, Import License.
- Transportation & On-Site Handling .

Exhibitors are requested to contact Official Freight forwarders for details of shipping instructions and handling rates for clearance of exhibition goods.

**SHIPPING GUIDELINES**

**Deadlines**

**1. For Sending Documents (Copy Invoice, Packing List, AWB or B/L, ATA Carnet) to JVK International Movers Ltd.**

\*\* Please send pre-alert and all documents to our fax no. 662-379 5471 or by e-mail : [exhibition@jvkmovers.com](mailto:exhibition@jvkmovers.com)

\*\* Descriptions of goods : Full description of each items are required and they **MUST** be in **English** language Only.

|                                |                   |
|--------------------------------|-------------------|
| • For Sea Shipment (LCL / FCL) | : 10 October 2011 |
| • For Air Shipment / Courier   | : 17 October 2011 |

**2. For Consignment. : All shipment MUST arrived Bangkok Port / Airport not later than ...**

|                              |                   |
|------------------------------|-------------------|
| • For Sea Shipment           | : 17 October 2011 |
| • For Air Shipment / Courier | : 24 October 2011 |

**Consignment Instructions:**

All exhibition goods dispatched by either seafreight or airfreight shall be consigned “**Freight Prepaid**” as the following details:

**Consignee and Notify Party :**

JVK International Movers Ltd.  
 222 Krungthep Kreetha Road, Huamark,  
 Bangkok, Bangkok 10240 Thailand  
 Phone : 662-379 5470  
 Fax : 662-379 5471

Exhibition Name : “3E IFSCC 2011 Conference”

**\*\* For importation exhibits from overseas, please DO NOT consign the exhibition goods to organizers or exhibition venues as it will cause delay and extra expense for customs clearance. \*\***

**FORM FOR EXHIBITION GOODS**

**For additional information or clarification, please kindly contact us at:**

**Mr. Prapoj Tanhongcharoen - Exhibition Manager**  
 Phone : 662-379 4646 ext. 43 / 44, 662-379 5470  
 Mobile : 66 83 545 6999 (or) 66 83 838 2695  
 Fax : 662-379 5471  
 E-mail : [prapoj@jvkmovers.com](mailto:prapoj@jvkmovers.com)  
 Website : [www.jvkmovers.com](http://www.jvkmovers.com)

**Ms. Sirikarn Chanpowsang (Kay)**  
 Mobile : 66 81 822 8926  
 Fax : 662-379 5471  
 E-mail : [exhibition@jvkmovers.com](mailto:exhibition@jvkmovers.com)  
 Website : [www.jvkmovers.com](http://www.jvkmovers.com)

For serving you to move in & out all exhibits for this show/conference, please kindly fill up all details of your exhibition goods in this form, and return it to **above address by facsimile or attachment by email within 26 September, 2011.**

**FORM FOR EXHIBITION GOODS  
 (EH-IFSCC11-001)**

Date : \_\_\_\_\_

Exhibitor Name : \_\_\_\_\_ Booth no. : \_\_\_\_\_  
 Contact Person : \_\_\_\_\_ Phone : \_\_\_\_\_  
 Fax : \_\_\_\_\_ E-mail : \_\_\_\_\_

**Mode of Transportation & Inquiry:**

Courier Service (DDP only) by : \_\_\_\_\_  Port-to-Stand Service and Vice Versa  
 Door-to-Door Service from Overseas by freight :  By Air  By Sea

**Description of Goods:**

| No. | Description | N.W.<br>(kg.) | G.W.<br>(kg.) | Dimensions (CMS) |   |   | Type of Package |                  |                  |                   |
|-----|-------------|---------------|---------------|------------------|---|---|-----------------|------------------|------------------|-------------------|
|     |             |               |               | W                | L | H | Bare            | Carton<br>or box | Case or<br>Crate | Pallet<br>or Skid |
|     |             |               |               |                  |   |   |                 |                  |                  |                   |
|     |             |               |               |                  |   |   |                 |                  |                  |                   |
|     |             |               |               |                  |   |   |                 |                  |                  |                   |
|     |             |               |               |                  |   |   |                 |                  |                  |                   |
|     |             |               |               |                  |   |   |                 |                  |                  |                   |

**Additional Inquiries :** \_\_\_\_\_

**Note:** In case of the above table are not suitable for your shipment's information, you can send your exhibits' details to us in the separated sheet.