



## SHIPPING INSTRUCTIONS

**ICMAT 2017**  
19 - 22 June 2017  
SUNTEC  
Singapore

Presented by

**Agility Fairs & Events Logistics Pte Ltd**

Co. Reg. No. 198701172E

No 5 Changi North Way, 3<sup>rd</sup> Floor

Singapore 498771

Tel. +65 6500 0250 • Fax +65 6214 9592 / 6214 9593

[fairs-singapore@agility.com](mailto:fairs-singapore@agility.com) – [www.agility.com/fairsevents](http://www.agility.com/fairsevents)

Contact:

**Ms Serena Kum**

Senior Sales Executive

**Agility Fairs & Events Logistics Pte Ltd**

Tel. +65 6571 5644 • Fax. +65 6214 9592 / 6214 9593

[SKum@agility.com](mailto:SKum@agility.com)

## DEADLINES

Arrival of films and video tapes/discs by <b>COURIER</b>	<b>9 - 12 June 2017</b>
Name of Carrier, Ocean BL number and copies of House BL, Commercial invoice and Packing List for <b>SEAFREIGHT</b> consignments	<b>30 May 2017</b>
Arrival of exhibits shipped by <b>SEAFREIGHT</b>	<b>6 - 9 June 2017</b>
Copies of Commercial Invoice and Packing List for <b>AIRFREIGHT</b> consignments	<b>2 June 2017</b>
Arrival of exhibits shipped by <b>AIRFREIGHT</b>	<b>9 - 12 June 2017</b>
Copies of Product Catalogues and H.S. Code Descriptions for consignments that includes <b>MEDICAL EQUIPMENTS/LASER EQUIPMENTS</b>	<b>At least one (1) month prior to show</b>

### DEADLINE FOR DISPATCH OF DOCUMENTS (PRE-ALERTS)

To ensure no delays or undue inconvenience for customs clearance on arrival, it is imperative that copy of the vessel/flight details with master air waybill / ocean bill of lading detail be forwarded well in advance before the arrival of shipments according to the stipulated deadlines above. Agility will not be responsible for any delays and any port/airport storage charges will be re-charged at cost. **For late submission of documents, a penalty fee of minimum S\$100.00 per exhibitor/consignment will be imposed.**

#### **Pre-alerts must be forwarded to us:**

Agility Fairs & Events Logistics Pte Ltd  
Tel. +65 6571 5644 • Fax. +65 6214 9592 / 6214 9593  
Contact: Ms Serena Kum  
Email: SKum@agility.com

### DOCUMENT & CONSIGNMENT INSTRUCTIONS

#### **1. SEAFREIGHT**

We need the following documents not later than **30 May 2017**.

- 1 original and 1 copy of Bill of Lading
- 1 copy of Commercial Invoice/Packing List
- 1 copy of Insurance Policy (if insured)

All seafreight consignments must arrive at Singapore Port by **6 - 9 June 2017**

## 2. AIRFREIGHT

We need the following documents not later than **2 June 2017**.

- 1 original and 1 copy of Airway Bill
- 1 copy of Commercial Invoice/Packing List
- 1 copy of Insurance Policy (if insured)

All airfreight consignments must arrive at Singapore airport by **9 - 12 June 2017**

NOTE:- Singapore Customs are strict and thorough in their examination of goods. All packages can be expected to be opened and contents checked against the Combined Commercial Invoice & Packing List.

Customs fines will be imposed on the exhibitor in cases of Undervaluation, Non-declaration, and Erroneous declaration. In such cases, Agility shall not be responsible for any delay in clearance. Customs fines and extra expenses incurred shall be borne by the exhibitor. Exhibitors are therefore strongly reminded to declare the **true market value** of their goods and be extremely careful in their preparation of documents.

**ALL CONSOLIDATED SHIPMENTS BY AIRFREIGHT OR SEAFREIGHT MUST BE ISSUED WITH HOUSE AIRWAY BILL OR HOUSE BILL OF LADING. A CONSOLIDATION CARGO MANIFEST MUST ALSO BE PROVIDED.**

(A 10% outlay commission will be imposed on all "Freight Collect" consignments).

## SHIPPING INSTRUCTIONS

1. All exhibition goods by **AIRFREIGHT** and **SEAFREIGHT** must be sent "Freight Prepaid" to:

Consignee: AGILITY FAIRS & EVENTS LOGISTICS PTE LTD  
No. 5 Changi North Way, 3<sup>rd</sup> Floor  
Singapore 498771  
**For: ICMAT 2017**

All documents such as Bill of Lading and Air waybill must show Agility Fairs & Events Logistics Pte Ltd as the consignee.

2. COURIER CONSIGNMENTS

All courier shipments must be consigned to the following address:-

Consignee: AGILITY FAIRS & EVENTS LOGISTICS PTE LTD  
No. 5 Changi North Way, 1st Floor  
Singapore 498771  
**For: ICMAT 2017**  
Ms Serena Kum  
Tel. +65 6571 5644

**Notes:**

- All consignment must be shipped on “Free-Domicile” basis i.e. all duties and taxes for consignments must be paid by sender in country of origin PRIOR export.
- Agility reserves the right to REJECT consignment that is not duty/tax paid upon arrival at our premises in Singapore.
- A fax pre-alert shall be sent to us indicating the Courier Airway Bill numbers, Courier Company, Name of Exhibition/Event, your contact details for us to assist further.
- Freight and other relevant charges paid by us on behalf of exhibitor will be subject to a 10% service charge.

**CASE MARKINGS**

For easy identification, all packages shall be marked as follows:

**ICMAT 2017**

c/o Agility Fairs & Events Logistics Pte Ltd

Name of Exhibitor : \_\_\_\_\_  
 Stand Number : \_\_\_\_\_  
 Case Numbers : \_\_\_\_\_  
 Gross Weight/Net Weight : \_\_\_\_\_  
 Dimensions : \_\_\_\_\_

**PACKING**

Exhibitors are advised to provide strong packing cases for the transportation of the exhibits. The packing of the exhibits are to withstand external elements as well as movements during full transportation and handling.

For main exhibits, we recommend sturdy returnable type of cases to be used for return or onward transport. Exhibitors should also take necessary precautions against rain, especially when the return exhibits are to be packed with original packing materials. Cardboard cartons should be avoided if they are intended for return shipping. Agility will not be responsible for damages and claims arising out of improper packing.

**CUSTOMS REGULATIONS**

**a. BANKER’S GUARANTEE UNDER THE TEMPORARY IMPORT SCHEME (TIS) IN SINGAPORE**

Under the T.I.S., a Bank Guarantee is required by the Singapore Customs to cover the potential Goods & Services Tax (GST). Goods for exhibitions may be imported 3 weeks prior to the exhibition and re-exported within 3 weeks of the closure of the exhibition.

Request for extension of these periods must be made in writing (with reasons stated) and approval will be granted on a case by case basis.

As an alternative to the T.I.S., exhibitors can have their goods imported into Singapore by utilising the ATA Carnet. Please check with your local Chamber of Commerce on its application.

**b. TEMPORARY IMPORTATION (CONVERSION OF TEMPORARY IMPORT TO PERMANENT IMPORT STATUS)**

Exhibits imported under the T.I.S. but are subsequently not re-exported shall require conversion to permanent import permit.

**c. PERMANENT IMPORTATION**

All goods sold, disposed, or given away or not re-exported at the end of the exhibition will be subject to a GST of 7% of the CIF value.

**d. TEMPORARY IMPORTATION & GST/CUSTOMS DUTIES**

Any Customs Duties/GST applicable to shipments that are sold during the event will be for the account of the respective freight agent or direct exhibitor who engages our services.

Agility **will not** collect duties/GST from the local buyer. Therefore the exhibitor should include duties/GST in their invoice to the buyer.

An outlay fee of 10% of the paid Customs Duty/GST amount will apply as per our tariff.

**e. CUSTOMS-SEALED CONTAINERS**

All containers sealed by customs are subject to customs supervision prior to unstuffing (excluding weekends and public holidays). Breaking of seals without permission is a serious violation of customs regulations and offenders are subject to heavy fines. Imposition of fines (if any) will be borne by the exhibitors.

**SOLD EXHIBITS**

Charges will apply for handling from exhibition stand to venue loading bay. Please contact us for charges relating to onward services.

All duties/taxes/GST payable/disposal of debris/conversion of temporary import to permanent import fee will be for the account of the exhibitor/their appointed forwarder.

**SPECIAL LICENSES & PERMITS**

Administrative fees will apply for application and endorsement of licenses/permits from relevant Government departments (AVA, IDA, HSA, MDB, AEB & etc).

**RETURN INSTRUCTION**

It is imperative that all exhibitors complete and sign the Return Shipping Instruction. Exhibitor should either visit our site office or contact our Agility representative at the earliest opportunity to complete their disposal instructions. If there is any amendment to the return instruction, the exhibitor will have to provide Agility with the revised instruction immediately.

If the exhibitor has sold their exhibits to a 3rd party during the event it is the **SOLE** responsibility of the exhibitor to oversee the collection of their exhibits. Agility will not accept responsibility for any loss or damage.

**CARGO HANDOVER**

Exhibitors must contact Agility to arrange for any handover of cargo. They will have to handover cargo to Agility together with Agility's Cargo Handover forms before they leave the exhibition. Agility will not be held responsible for any sort of loss or damage incurred due to an exhibitor not completing or signing the forms correctly.

### **UNATTENDED CARGO AT CLOSE OF EVENT**

Complete return instructions must be provided by agent or exhibitor to Agility prior to the show closing. Failure to do so will result in transfer of consignment to Agility warehouse and any such movements will be subject to additional transportation and warehouse storage charges. Agility will also not be responsible for any missing/damage cargo that is picked up on request of the show organizer to clear the hall if cargo is not properly handed over to Agility.

### **DISPOSAL**

Upon delivery of your goods during move in, if your cases are not required to be redelivered to your booth after the show please advise us to arrange for disposal. Fees for disposal shall be charged to exhibitors who require Agility for such service. Otherwise, we will transfer the empty cases back to storage and relevant charges will apply.

### **RE-EXPORT TIMEFRAME**

After the close of the exhibition, re-export may take at least 3 weeks from the close of the show depending on the region and space availability in airlines or shipping lines. For air freight export, it would take at least 2 weeks from close of the show. For urgent re-export, surcharges will apply, please let us know in advance.

### **MANDATORY REGULATIONS ON WEIGHT VERIFICATION**

Effective 1<sup>ST</sup> July 2016, International Maritime Organization (IMO) has made amendments to the Safety of Life at Sea (SOLAS) convention. SOLAS will require mandatory verification on the **gross weight** ("VGM") of all packages/pallets/containers etc.

As per regulation, verified gross mass (VGM) information will have to be accurately provided in advance to the ocean carrier. The gross weight of cargo and weight declaration mentioned on all shipping documents would require uniformity e.g. If the gross weight of cargo is 500kg, the same should be reflected on the B/L & Commercial Invoice & Packing List. In cases of erroneous declaration, BL amendment fees, penalties and any extra expenses imposed shall be borne by the shipper/exhibitor/forwarding agent. In addition, the error declaration may result in shipment missing sailing schedules and therefore missing delivery timelines. All resultant costs will also have to be borne by the shipper/exhibitor/forwarding agent.

Shipper/Exhibitors/forwarding agents are therefore strongly reminded to be extremely careful in their preparation of documents. Additional information on the IMO / SOLAS requirement can be found on <http://www.worldshipping.org/industry-issues/safety/cargo-weight>

### **IMPORTATION OF RADIO / TELECOMMUNICATION EXHIBITS**

Any radio or telecommunication equipment brought in for the exhibition must receive prior approval by the Infocomm Development Authority of Singapore.

A copy of the exhibit catalogue/brochure with the full specifications, together with the full details of your intended demonstrations must be submitted to us not later than **6 Weeks before show** in order for us to apply for the necessary permit with the Authority.

The static display of such equipment at the exhibition is normally permitted when approved by the Infocomm Development Authority of Singapore, for entry into Singapore. However, a special approval must be sought for such equipment to be demonstrated at the exhibition or within Singapore.

Such telecommunication equipment's should not be uplifted unless approval has been sought.

QT/200317

## **INSURANCE**

We would like to advise that it is the responsibility of each exhibitor to arrange Marine (Transport) Insurance covering transport to the exhibition, during the exhibition, and the return of the exhibits to domicile, including the period the exhibits are handled by Agility Fairs & Events Logistics Pte Ltd, and also ensure that Transport Insurance is arranged for exhibits sold locally.

Our tariff is computed on the basis of volume and weight and has no correlation with the value of exhibits, it follows that the cost of insurance cover is not included in our charges.

Upon written instructions, AGILITY FAIRS & EVENTS LOGISTICS PTE LTD can assist to arrange insurance coverage at competitive premiums.

All business is transacted strictly in accordance with our General Trading Conditions. A copy is available upon request.

## **SUNTEC FLOOR LOADING CAPACITY**

Please take note of the following floor loading capacity:

Convention Hall	: 17.5 KN/sqm
Exhibition Hall	: 17.5 KN/sqm
Ballroom	: 5 KN/sqm
Pre-function Lobby Level 2, 3, 4 & 6	: 5 KN/sqm

### ***IMPORTANT:-***

As per SUNTEC's regulation, all exhibits or display items which exceeds 1 ton would have to be submitted to us **at least a month** before show date:-

- Product catalogue / specification
- Booth design with machine layout plan
- Actual dimensions of the machine including the base (actual base size)
- Is the machine flat based on castors/legs? If the machine is on castors/legs, please provide footprint of the castors/legs.
- Net weight of the machine (static loading and for machines that are in operation, please provide the dynamic load)

Pointed or Dynamic Loads need special permits by the Centre and are restricted to special locations. Exhibits exceeding the above stated capacity may require steel plates, as per SUNTEC's regulation. Please contact SUNTEC for further information.

## **HOTELS FLOOR LOADING CAPACITY**

Floor loading capacity varies amongst hotels. For more information please contact us.

## **TERMS OF PAYMENT**

Inward : Upon uplift of goods, prior to delivery to stand.  
Outward : Upon presentation of invoice/prior to delivery to premises.

**All payments must be made without any deduction or deferment on account of any claim, counterclaim or offset.**

Our bank account is:

Agility Fairs & Events Logistics Pte Ltd  
The Hong Kong and Shanghai Banking Corporation Ltd,  
21 Collyer Quay, #01-01 HSBC Building, Singapore 049320.  
S\$ A/C : 141-271379-001  
USD A/C : 260-319876-186  
Swift code : HSBCSGSG

Credit Card payment via PayPal:

Agility Fairs & Events accepts payment via major credit cards such as American Express, MasterCard and Visa through PayPal. A tax invoice will be issued for every transaction. Payments can be made to: [sgfeaccounts@agility.com](mailto:sgfeaccounts@agility.com)

(Credit card payments via PayPal is subject to administrative charges of 4% on the total invoice amount)

Credit Card payment on site:

Payment via credit card will be subject to a service fee of 5% on the total invoice amount (inclusive of GST).

For additional information or clarification, please contact us at:

### **AGILITY FAIRS & EVENTS LOGISTICS PTE LTD**

No. 5 Changi North Way, 3<sup>rd</sup> Floor  
Singapore 498771  
Telephone : (65) 6500 0250  
Telefax : (65) 6214 9592 / 6214 9593  
eMail : [fairs-singapore@agility.com](mailto:fairs-singapore@agility.com)  
Website : [www.agility.com/fairsevents](http://www.agility.com/fairsevents)  
Contact : Ms Serena Kum  
E-Mail : [SKum@agility.com](mailto:SKum@agility.com)

## **IMPORTANT**

All business is transacted strictly in accordance with our General Trading Conditions. A copy is available upon request.

Use of AGILITY FAIRS & EVENTS LOGISTICS PTE LTD's services – be it partly or in full – and any requirement for additional services at any time before, during or after the exhibition expressed orally and/or in writing and/or by conduct, implies acknowledgement and acceptance of the foregoing.



# COMMERCIAL INVOICE / PACKING LIST

Shipper Information		Consignee Information											
<b>Company Name:</b> <b>Address:</b>  <b>Email:</b> <b>Tel:</b> <b>Fax:</b>		<b>Company Name:</b> <b>Address:</b>	Agility Fairs & Events Logistics Pte Ltd No. 5 Changi North Way, 3rd Floor Singapore 498771  <b>Tel:</b> 6500 0250 <b>Fax:</b> 6214 9592/6214 9593										
Delivery Information		Exhibition Information											
Representative at Exhibition:  Contact Number: Requested Delivery Date: Requested Delivery Time:		Show Name: Show Date: Show Venue: Exhibitor Name:	ICMAT 2017 19 - 22 June 2017  SUNTEC  <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 20%; text-align: center;"><b>Hall No.</b></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> <tr> <td style="height: 20px;"></td> <td style="text-align: center;"><b>Booth No.</b></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> </table>		<b>Hall No.</b>						<b>Booth No.</b>		
	<b>Hall No.</b>												
	<b>Booth No.</b>												

Case / Box No	Dimensions in CENTIMETRES			CBM	Gross Weight (KGS)	Nett Weight (KGS)	HS Code	Description of goods (Model & serial nos. are mandatory for machineries)	Quantity	CIF value (USD)		Remarks *	
	Length	Width	Height							Unit value	Total value	Temp	Perm
<b>Total CIF Value (USD):</b>										\$	-		

\* Temp = Temporary Importation

\* Perm = Permanent Importation

The invoiced goods are of \_\_\_\_\_ origin and intended for use at the event only.  
 We certify that the information given above is true and correct and that dimensions, weight & prices declared is true and correct.

Company Name/Stamp	Name of Signatory in BLOCK LETTERS	Signature	Date
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**Show Name** : **ICMAT 2017**  
**Show Dates** : **19 - 22 June 2017**  
**Show Venue** : **SUNTEC**  
**City, Country** : **Singapore**

## FREIGHT INSTRUCTIONS

**THIS FORM MUST BE COMPLETED AND RETURNED BY EVERY EXHIBITOR**

We advise AGILITY FAIRS & EVENTS LOGISTICS PTE LTD, the Official Forwarding Agent and On-Site Installation Contractor that we shall be shipping the following for the event, and we instruct Agility Fairs & Events Logistics Pte Ltd to customs clear and deliver the goods to our stand:

No. of pieces	Description of contents	Dimensions (metres)	Weight (kg)

We also note and understand the following:

**1. DEADLINE FOR SHIPMENT**

- |  |   |                                       |
|--|---|---------------------------------------|
| Arrival of films and video tapes by courier service                  | : | 9 - 12 June 2017                      |
| Receipt of documents for seafreight consignments                     | : | 30 May 2017                           |
| Receipt of documents for airfreight consignments                     | : | 2 June 2017                           |
| Arrival of seafreight consignments                                   | : | 6 - 9 June 2017                       |
| Arrival of airfreight consignments                                   | : | 9 - 12 June 2017                      |
| Receipt of Catalogues/Brochures and Radio/Telecommunication Exhibits | : | <b>6 Weeks before show</b>            |
| Receipt of Product Catalogues for <b>Medical Equipments</b>          | : | <b>At least 1 month prior to show</b> |

**2. CONSIGNMENT INSTRUCTIONS**

i. All exhibition goods either by **sea freight or airfreight**, must be consigned "Freight Prepaid" as follows:

Consignee: AGILITY FAIRS & EVENTS LOGISTICS PTE LTD  
 No. 5 Changi North Way, 3<sup>rd</sup> Floor, Singapore 498771  
 Tel: (65) 6500 0250 / Fax: (65) 6214 9592 / 6214 9593  
 For: **ICMAT 2017**

All documents such as the Bill of Lading and Airway Bill must show the consignee as above.

ii. All exhibition goods by **courier** must be consigned "Freight Prepaid". For shipping instructions please contact us for consignee details.

**3. INSURANCE**

It is the responsibility of each exhibitor to arrange Marine (Transport) Insurance covering transport to the exhibition, during the exhibition, and the return of the exhibits to domicile, including the period the exhibits are handled by Agility Fairs & Events Logistics Pte Ltd, and also ensure that Transport Insurance is arranged for exhibits sold locally.

All business is transacted strictly in accordance with our General Trading Conditions. A copy is available upon request

We also inform Agility Fairs & Events Logistics Pte Ltd that we will be using the services of the company below to freight our exhibits from \_\_\_\_\_ (country). Name of Freight Forwarder from origin: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Tel: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Authorised by:** Booth No: \_\_\_\_\_

Name \_\_\_\_\_  
 Designation \_\_\_\_\_  
 Company \_\_\_\_\_  
 Address \_\_\_\_\_  
 Tel \_\_\_\_\_ Fax \_\_\_\_\_  
 Signature & Date \_\_\_\_\_

Send this form to:  
**AGILITY FAIRS & EVENTS LOGISTICS PTE LTD**  
 No. 5 Changi North Way, 3rd Floor  
 Singapore 498771  
 Tel: (65) **6571 5644** / 6500 0250  
 Fax: (65) 6214 9592 / 6214 9593  
 Contact: **Ms Serena Kum**  
 E-mail: **SKum@agility.com**  
 www.agility.com/fairsevents

## DECLARATION FOR CENSORSHIP EXEMPTION OF VIDEO TAPES/DISCS (FOR COMPANY USE)



I, \_\_\_\_\_ NRIC/Passport No: \_\_\_\_\_  
 occupation \_\_\_\_\_ do declare and confirm on behalf of

(Name and address of Company/Organisation)

that the video tape(s)/disc(s) accompanying this statement are as indicated within the following categories of films exempted from censorship and that **they do not contain any objectionable scenes/dialogue/themes in accordance with the guidelines furnished by the Board of Film Censors in Annex A.**

Code	Categories	No. of tapes/discs	Title
CA	Arts and Cultural performances that include Opera, Jazz, Classical, Country, Folk & Instrumental Music, Dance, Xiang Sheng, Pantun, Puppetry, Choir and Literary Plays.		
CC	Programmes meant for children only		
CD	Documentaries (excluding those touching on race, religion, politics or topics which may undermine the interests of national security).		
CE	Educational or Training materials		
CF	Entertainment programmes that celebrate festivals e.g. Lunar New Year, Christmas, New Year, Hari Raya and Deepavali.		
CFE	Family entertainment programmes must be wholesome and family-oriented e.g. Chinese acrobatics, circus acts, magic shows and ice-skating shows.		
CK	Karaoke (excludes those that contain concerts, MTV and movie clips)		
CL	Local TV productions that have already been broadcast		
CM	Pre-1966 movies and movie clips (ie. Produced up till 1965)		
CP	Advertising and Promotional materials for products e.g. home appliances and beverages. Excludes musical and promotional clips of non-exempted videos and film trailers.		
CQ	Quiz and game shows that are meant for testing of knowledge and skills. They should be wholesome, family-oriented and should not include songs and dances.		
CS	Sports		
	<b>TOTAL</b>		

I declare that this statement (consisting of one page signed by me) is true to the best of my knowledge and I make it knowing I may be liable to prosecution under the Penal Code if I have willfully stated in it anything which I know to be false or do not believe to be true.

Declarant's Contact Numbers

Tel No: \_\_\_\_\_

Fax No: \_\_\_\_\_

\_\_\_\_\_  
 Signature of Declarant/Date

Please return this form to Agility Fairs & Events Logistics Pte. Ltd. at fax No: **+65 6214 9592 / 6214 9593**

**Name of Exhibition:** **ICMAT 2017**

**Date of Exhibition:** **19 - 22 June 2017**

**Location of Exhibition:** **SUNTEC**

To be filled together with the form C for application of the exemption of the CD as per required by the MDA.

<b>Title *</b>	
<b>Romanised Title</b>	
<b>Language *</b>	
<b>Sub Language</b>	
<b>Director *</b>	
<b>Cast (at least 4 names) *</b>	
<b>Running Time *</b>	
<b>Number of sets for distribution *</b>	
<b>Year of Production *</b>	
<b>Country of Production *</b>	
<b>Category *</b>	
<b>Video Type *</b>	
<b>No. of Tapes / Discs in a set*</b>	
<b>Synopsis</b>	

I declare that this statement (consisting of two page signed by me) is true to the best of my knowledge and I make it knowing I may be liable to prosecution under the Penal Code if I have willfully stated in it anything which I know to be false or do not believe to be true.

\_\_\_\_\_  
Signature of Declarant/Date

Declarant's Contact Numbers

Tel  
No: \_\_\_\_\_  
Fax  
No: \_\_\_\_\_

Please return this form to Agility Fairs & Events Logistics Pte. Ltd. at fax No: **6214 9592**

**Name of Exhibition:** ICMAT 2017

**Date of Exhibition:** 19 - 22 June 2017

**Location of Exhibition:** SUNTEC

**AGILITY FAIRS & EVENTS**  
**(ALL RISK CARGO INSURANCE)**  
FOR  
**TRANSIT WITH EXHIBITION COVER**

**RISKS COVERED**

Institute Cargo Clauses (A)

Institute Cargo Clauses (Air)

Institute Strikes Clauses (Cargo)

This insurance covers all risks of loss of or damage to the subject-matter insured including 60 days exhibition/temporary storage period except as excluded by below exclusions.

This insurance covers general average and salvage charges, adjusted or determined according to the contract of affreightment and/or the governing law and practice, incurred to avoid or in connection with the avoidance of loss from any cause except those excluded.

**MAIN EXCLUSIONS**

In no case shall this insurance cover

- 1) loss damage or expense attributable to wilful misconduct of the Assured
- 2) ordinary leakage, ordinary loss in weight or volume, or ordinary wear and tear of the subject-matter insured
- 3) loss damage or expense caused by insufficiency or unsuitability of packing or preparation of the subject matter insured to withstand the ordinary incidents of the insured transit where such packing or preparation is carried out by the Assured or their employees or prior to the attachment of this insurance (for the purpose of these Clauses "packing" shall be deemed to include stowage in a container and "employees" shall not include independent contractors)
- 4) loss damage or expense caused by inherent vice or nature of the subject-matter insured
- 5) loss damage or expense caused by delay,
- 6) loss damage or expense arising from insolvency or financial default of the owners managers charterers or operators of the vessel
- 7) loss damage or expense directly or indirectly caused by or arising from the use of any weapon or device employing atomic or nuclear fission and/or fusion or other like reaction or radioactive force or matter.
- 8) war civil war revolution rebellion insurrection, or civil strife arising therefrom, or any hostile act by or against a belligerent power
- 9) loss damage or expense arising from the absence, shortage or withholding of labour of any description whatsoever resulting from any strike, lockout, labour disturbance, riot or civil commotion

**INSURANCE PREMIUM - Cargo Type (A):**

All work of art including art pieces, sculptures, vintage items, artefact, high-end furniture, taxidermy and object d'art.

Coverage: 1 or 2 Way Transit includes 60 days exhibition and incidental storage forming part of the transit.  
Additional Benefit:-

*Where the extent of loss or damage is such that the Assured is unable to participate in the Exhibition then valuation hereunder shall extend to include any reasonable expenses already incurred by the Assured at the time of loss appertaining directly to the Exhibition up to a maximum of USD 100,000 any one Exhibition.*

Insured Value = 110% of Commercial Invoice value

Insured value up to USD 500,000 (Insured value USD \_\_\_\_\_ @ \_\_\_\_\_ %)

Insured value in excess of USD 500,000 up to USD 1 million (Insured value USD \_\_\_\_\_ @ \_\_\_\_\_ %)

**INSURANCE PREMIUM - Cargo Type (B):**

General Cargo – goods that attract no special hazard in regard to stowage, handling, packing or during normal method of transit or by their inherent nature, and are not more than normally susceptible to loss and/or damage arising from pilferage, leakage, shortage, loss in weight, breakage, scratching, bruising, chipping, denting, bending or crushing or are not liable to perish, deteriorate or suffer any changes in quality or suffer from electrical, mechanical or any other form of derangement breakdown.

Cargo value Insured USD \_\_\_\_\_ @ \_\_\_\_\_ %

Applicable Conditions/Clause

Excess/Deductible: Zero

Premium is chargeable based on per calendar month or part-thereof with Minimum USD35.00

Antiques and Work Of Art Clause – see attached

Exhibition clause – see attached

Above rates applicable to following Zone 1 countries: Canada/USA, China, EU member countries, Norway, Switzerland, India, Japan, South Korea, Malaysia, NZ, Australia, Philippines, Thailand, and Taiwan. (Rates for other countries not specified here, please refer table schedule)

**NOTE:-** In the absence of any instructions to secure the above cargo insurance, Agility's cargo liability, due to negligence, is limited to USD1/kg. Any under declared insured value is subject to average condition.

Agreed By:-

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Company Stamp)

Full Name:

Position: