NORTH AMERICAN LOGISTICS SERVICES INC.





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OFFICIAL SUPPLIER





ADVANCE WAREHOUSE, FREIGHT, CUSTOMS BROKERAGE SERVICES

ADVANCE WAREHOUSE INFORMATION | SHIPPING LABEL

All freight must be labeled and sent to the North American Logistics advance warehouse as stated on the "Shipping Label" of this kit (Unit 130, 4840 Miller Road, Richmond, BC, V7B 1K7, CANADA).

Please complete the enclosed Order Form located on page 3 of this kit and submit to NALSI as soon as possible. Please submit to the attention of Mark Fowler, E-mail: mfowler@nalsi.com, or Fax: 778-328-2845.

Warehouse receiving cut-off: May 23, 2013

 Warehouse receiving hours:
 Monday – Friday | 08H30 – 16H00

 Exhibitor Move-in:
 May 27, 2013 | 08H00 – 17H00

 Exhibitor Move-out*:
 May 30, 2013 | 17H30 – 20H30

Use two labels on each shipping case and clearly mark your booth number as well. Please contact NALSI as soon as possible to arrange p/u of your materials and to ensure your transportation requirements are fulfilled and if you are shipping from outside or Canada your customs documentation is completed in compliance with the Canada Border Services Agency's rules and regulations.

FREIGHT SERVICES

In order to facilitate the most efficient and cost effective service possible, North American Logistics Services, Inc. (NALSI) has been appointed as the official transportation carrier for the International Conference on Acoustics, Speech, and Signal Processing (ICASSP 2013) taking place at the Vancouver Convention Centre over the dates of May 26-31, 2013. It is not compulsory to use NALSI, but IEEE strongly advises and recommends that you do. This service will also facilitate only one invoice for both your transportation and customs clearance requirements. Please note all exhibitor freight stranded in the exhibit hall past the move-out deadline will be moved to NALSI's warehouse to await further instructions.

Complete the enclosed **Order Form** and send to NALSI (Attention: Mark Fowler, E-mail: <u>mfowler@nalsi.com</u>, or Fax: 778-328-2845). Please contact NALSI as soon as possible to schedule the pick-up of your materials.

^{*} Exhibitor materials stranded in the exhibit hall past the move-out deadline will be removed by NALSI *



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CUSTOMS BROKERAGE SERVICES

The service of a customs brokerage firm is strongly recommended by IEEE for all shipments originating outside of Canada. This will eliminate the possibility of materials being held at the border by Canada Customs due to improper or insufficient documentation resulting in these same materials arriving too late or not at all. IEEE has appointed North American Logistics Services, Inc. (NALSI) as the official customs broker for the International Conference on Acoustics, Speech, and Signal Processing (ICASSP 2013) taking place at the Vancouver Convention Centre over the dates of May 26-31, 2013. NALSI staff will assist exhibitors with their entry/import and return/export of goods.

NALSI will post the required bonds and securities with Canada Customs; clear your materials through Canadian Customs; after the show prepare export documentation and bills of lading; and arrange U.S. customs clearance for return ground/air freight. If you are shipping from the U.S. please find attached U.S. CBP Form 4455 Certificate of Registration. Be sure to mark the following in the body of your Air Waybill or Bill of Lading: "U.S. Certificate of Registration Form 4455 attached. Goods MUST be presented for examination by U.S. Customs prior to export from the U.S.A. and certified copies must be given to NALSI at event site." Prior to shipping, the enclosed **Order Form** and **Canada Customs Invoice** must be completed and sent to NALSI (Attention: Mark Fowler, E-mail: mfowler@nalsi.com, or Fax: 778-328-2845). Three copies must accompany the shipment.

Exhibitors using their own broker will have to arrange their own bond or cash deposit with Canada Customs at the point of entry into Canada.

Private Vehicles (PV)

With the introduction of AECI (Advance Electronic Cargo Information) on the U.S. side of the border, PAPS (Pre-Arrival Processing System) has become mandatory for most highway shipments entering the U.S. This program requires that all carriers/PV with commercial goods must fax shipment information to the Customs Broker at least 3 hours prior to their arrival at the border. The Customs Broker must then submit the shipment information, in the proper format, to U.S. Customs at least 1 hour prior to the carrier/PV arrival. Carriers who fail to meet AECI / PAPS requirements are subject to penalties. Carrier/PV penalties are set at \$5,000.00 USD for the first infraction, and \$10,000.00 USD for each infraction thereafter.

If you plan to drive to the show with your goods, please contact NALSI at once for further instructions.

If you have a question or to receive a quote please contact: Mark Fowler, Director of Operations

Telephone: 778.328.2841

E-mail: mfowler@nalsi.com

NORTH AMERICAN LOGISTICS SERVICES, INC.

www.nalsi.com



SHIPPING LABEL

Exhibitor:	Road
Booth #:	Pieces:of



ORDER FORM Customs Brokeragg.'Transportation.'Y ctgj qwdpi

We	wish to use North American Logistics Services f Customs Clearance & Transportation	or: (Please check one) Customs Clearance	Only \square	Transportation Only	☐ Advance Warehousing		
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Sec	Section 2 - Shipment Information						
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	go Insurance (only to be completed when using NALSI T	Transportation)	Do you requ	ire additional Insurance	e?		
Please note additional fee's will apply for insurance coverage							
Section 3 - Terms of Payment and Security Deposit (Must be completed)							
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Car	Card Account #: Expiry Date: CVC #:						
Card Holder's Signature:							
I hereby authorize the use of this credit card for payment of services related to this order form.							
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Please Fax completed order to 99: .54: .4: 67

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	Services Agency frontaliers du Canada				
CA	ANADA CUSTOMS INVOICE / FACTURE DES DOUANN	IES CANADI	ENNES	Page	of/de
1	Vendor (Name and Address) / Vendeur (Nom et Adresse)		ct Shipment to Canad dition directe vers le (
			ences (Include Purch ences (inclure le no d	aser's Order No.) e commande de l'ach	eteur)
4	Consignee (Name and Address) / Destinataire (Nom et Addresse)		esse de l'acheteur (s	(if other than Consigne s'il diffère du destinata	
		6 Country of T	ranshipment / Pays o	de transborderment	
			Origin of Goods des marchandises	If shipment includes go origins, enter origins ag field 12. Si l'expedition compren marchandises d'origine preciser la provenance	ainst items in d des s differentes, en
VII.	1 Is this a related company transaction? Est-ce que les compagnies sont liées entre elles? YES □ OUI NO ☒ NON	Gondition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalitiés de paiement (p. Ex. Vente, Expédition en consignation, location de marchandises, etc.)			
	TES LI OOI NO MI NON	No sale invol	ved		
8	Transportation: Give Mode and Place of Direct Shipment to Canada Transport: Préciser mode et lieu d'expédition directe vers le Canada				
11	No. of Pkgs. Nmbre. De Coilis Specification of Commodities (Kind of Packages Mark Numbers, General Description and Characteristics <i>i.e.</i> Designation des articles (Nature des colis, marques e description générale et charactéristiques. <i>P. Ex.</i> Class	e. Grade Quality) et numéros, (State Unit) Replacement Value Valeur de Remplacement			
				14 Unit Price Prix Unitaire	15 Total
XI.1					Invoice
	If any fields of 1 to 17 are included on an attached commercial invoice Si les renseignements des zones 1 à 17 figurenet sur la facture comr cette case			ight / Poids total	17 Total Total de la
Соі	mmercial Invoice No. / No. De la facture commerciale	□	Net N/A	Gross / Brut	
19	Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur)	70	tor (Name and Addre teur d'origine (Nom e	,	
	Name:	1	<u> </u>	Name:	
	Tel:			Tel:	
	Fax:			Fax:	
21	Departmental Ruling (if applicable) Décision ministérielle (s'il y a lieu) N/A			licable, check this box ans objet, cocher cette	

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			ELAND SECURITY order Protection		Form Approved. OMB No. 1651-0010 Exp. 08-31-2012
	CERT	IFICATE OF R	EGISTRATION		
19 CFR 10.8, 10.9, 10 148.1, 148.8, 148.32,			nitted varies with type of tr number of copies required		
VIA (Carrier)			B/L or INSURED NO.		DATE
NAME, ADDRESS, A	ND ZIP CODE TO WHICH C	ERTIFIED FORM IS		ARTICLES EXP	ORTED FOR:
TO BE MAILED (If Applicable)			ALTERATION* REPAIR* USE ABROAD REPLACEMENT	-	PROCESSING* OTHER, (specify)
				abroad is sub	alterations, repairs, or processing ject to CBP duty.
Number Kind of			TICLES EXPORTED	Description	
Packages	Packages			Description	
▲ SIGNATURE O	F OWNER OR AGENT (<i>Prin</i> t	or Type <u>and</u> Sign)			DATE
SIGNATURE OF OWNER OR AGENT (Print or Type and Sign)					
		The Above	-Described Articles Were:		
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Duty-free entry is clair reverse if needed)	med for the described articles	s as having been expo	rted without benefit of dra	wback and are retur	ned unchanged except as noted: (use

SIGNATURE OF IMPORTER (Print or Type and Sign)

DATE

NOTE: Certifying officers shall draw lines through all unused spaces with ink or indelible pencil.

Paperwork Reduction Act Statement: An agency may not conduct or sponsor an information collection and a person is not required to respond to this information unless it displays a current valid OMB control number and an expiration date. The control number for this collection is 1651-0010. The estimated average time to complete this application is 3 minutes. If you have any comments regarding the burden estimate you can write to U.S. Customs and Border Protection, Office of Regulations and Rulings, 799 9th Street, NW., Washington DC 20229.