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Shipping Instructions

A. RECOMMENDED ARRIVAL DATE IN PANAMA CITY, PANAMA:

LCL: No later than **2 weeks before** the opening date of the Expo.

FCL: No later than **1 week before** the opening date of the Expo.

Air Freight: No later than **1 week before** the opening date of the Expo.

B. Ocean Freight:

The Bill of Lading must be freight prepaid and have Express Release.

The consignee for all shipments must be:

Name of Expo / Exhibitor Name and Booth Number
Amador Convention Center / Latin Tyre and Auto Expo 2027
Calle General Juan D. Perón
Panama, Republic of Panama

C. Notify:

ARTURO ARAUZ, S.A.
Via España, Edif. Orión, First Floor, Office No. 1-A
Telephone: 264-6575 / 264-2210 / 263-9975 / 263-5995
Cellphone/WhatsApp: +507 6612-1487
Email: latinexpocustoms@arturoarauz.com

D. Air Freight:

The Air Waybill must be freight prepaid.

The consignee for all air shipments must be:

Name of Expo / Exhibitor Name and Booth Number
Amador Convention Center / Latin Tyre and Auto Expo 2027
Calle General Juan D. Perón
Panama, Republic of Panama

Notify:

ARTURO ARAUZ, S.A.
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Panama, Republic of Panama
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Email: latinexpocustoms@arturoarauz.com

E. Box/Crate Marking:

All boxes/crates must be marked with the following information:

- Name of Expo
- Exhibitor Name
- Exhibitor Booth Number
- Package Number
- Gross Weight
- Net Weight
- Box/Crate Dimensions
- F. Documentation:

To allow us to process the necessary temporary or permanent import entries with the Panamanian National Customs Authority, we require the following documents before the merchandise arrives:

Documentation for air or ocean shipments:

- Original Bill of Lading or Air Waybill + two copies (must specify weight and freight charges)
- Commercial Invoice (must specify terms of sale: FOB, CIF, or C&F; description and value of merchandise; signed and sworn)
- Packing List

Important: Most warehouses in Panama provide only 5–7 days of free storage. Since your cargo cannot be delivered to the exhibition venue until the day before the event, please take into consideration any additional storage charges.

Temporary Import	USD100.00
Official Custody	USD12.50 per each AWB
Airline handling fees	Varies by freight forwarder

Air Cargo Inland Transportation Rates

From 1 to 100 kilos	USD100.00
From 101 to 300 kilos	USD150.00
From 301 to 500 kilos	USD180.00
From 501 to 700 kilos	USD210.00
From 701 onwards	Multiply 0.25+USD75.00

Ocean Cargo Inland Transportation Rates

Inland Transportation from Balboa Port	USD450.00
Inland Transportation from Colon Ports	USD525.00
LCL cargo from 1 to 300 kilos Panama City	USD180.00
From 301 onwards	USD multiply by USD0.90
LCL cargo from 1 to 300 kilos from Colon	USD250.00
From 301 onwards	USD multiply by USD0.95
Unloading (according to weight and volume)	USD250.00

Storage fee and transfers to the Tocumen warehouse

IF THE DOCUMENT HAS A HIGHER WEIGHT AND VOLUME, THESE COSTS WILL BE TAKEN INTO ACCOUNT

Costs for cargo transfer to the warehouse		
A	1 to 50 KG	USD60.00
B	51 to 200 KG	USD70.00
C	201 to 500 KG	USD80.00
D	501 to 1000 KG	USD95.00
E	1001 to 2500 KG	USD150.00
F	2501 to 5000 KG	USD200.00
G	5001 onwards	USD250.00

Daily warehouse storage costs		
MINIMUM STORAGE FEE \$5.00 PER DAY (AMOUNT OF KILOS IS ALWAYS ROUNDED, EG 4.50KG WILL BE 5.00KG)		
1 to 100 KG		USD0.14 X Kgs
101 to 350 KG		USD0.12 X Kgs
351 to 500 KG		USD0.10 X Kgs
501 to 1000 KG		USD0.08 X Kgs
1001 onwards		USD0.06 X Kgs

ALL CARGO WILL HAVE 5 FREE DAYS OF STORAGE, COUNTING AS THEIR FIRST DAY, THE DAY OF TRANSFER.

Please take note, that for cases F and G, the cost is for each piece of equipment used or the number of trips made.

For the cargos that are in Fiscal precincts, this value depends on each one of these and their agreed costs.

CUSTOMS CLEARANCE FOR PERMANENT IMPORT (NATIONALIZATION)

- ✓ Customs nationalization of the cargo will be processed using the temporary import documentation.
- ✓ Customs clearance fees will be charged according to the following rates:

CIF VALUE	FEES
From USD1.00 up to USD2,499.99	USD60.00
From USD2,500.00 up to USD10,000.00	USD80.00
Above USD10,000.01	(CIF value × 0.0027) + USD80.00
Handling	USD35.00
Forms	USD6.00 each one
Additional Lines	USD5.00 each one
PAYMENT METHODS	
• Cash • Credit Card - 4% of the total due will be charged • Transfer - \$100 bank charges will be charged	

Important Note: These costs are additional to temporary import charges and will apply if the cargo remains in Panama.