



OFFICIAL SHIPPING INSTRUCTIONS FOR ROAD, AIR & SEA SHIPMENTS

**Agro Pack Iraq & Plast Iraq
Erbil, Iraq
November 25 – 28, 2024**



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GENERAL INFORMATION

Information contained within these pages is very important when you are sending your shipment to this event. Failure to comply with these instructions will result in delays and additional costs. It is also important to note that we do not automatically insure cargo against loss or damage. We advise exhibitors to obtain their own comprehensive insurance cover prior to departure of their goods from point of origin.

IMPORTANT NOTES

- Shipping documents have to be issued in English language
- In case of return cargoes, goods have to be returned to their origin in the same way they came into Iraq (e.g. if shipment arrived by airfreight we are obliged to return by airfreight)
- Seafreight LCL – Less Container Load (inbound/outbound) is not possible
- Landfreight is not recommendable. Please refrain from sending truck loads. In exceptional cases, please contact Panexpo for individual evaluation
- Import of following items/categories into Iraq in any form is strictly prohibited: pork, coconut, mango, alcohol, any kind of articles of Israeli origin
- For food items, production and expiry date has to be mentioned within the CCIPL and also has to be either engraved or digitally printed on each item. Stickers on the items won't be accepted
- Perishables/temperature-controlled foodstuff should be dispatched to Iraq by airfreight only
- Non-perishable food/no temperature-controlled items should be either dispatched to Iraq by seafreight (FCL only!) or by airfreight
- Shipping of foodstuff by courier service to Iraq is not possible
- The use of the CCIPL specimen copy being provided by PANEXPO is mandatory. Alternative formats won't be accepted by Iraqi customs authorities.
The CCIPL has to be signed with ball pen (blue ink) and to be stamped with company stamp (blue ink)
- Confirmed copies of shipping documents (except B/L resp. AWB) have to be submitted by Email to the organizer latest 3 weeks before shipment's arrival in Iraq
- Certificate of Conformity (CoC) will be needed in case of shipping of the following categories: perfumes, underwear, cosmetics
- At present no legalization of documents by local Iraqi embassy in the country of origin is required. As status can suddenly change until date of shipping, please check right in advance with PANEXPO
- Goods for temporary and permanent import can be dispatched as combined shipment but require separate documentation and packing
- Pallets as packing material for shipping your items to Iraq will be not recommendable. Please use strong packing (such as wooden cases) only in order to avoid theft/robbery
- Exhibition Layout Plan – for large or heavy exhibits, an exhibit layout plan is required by us in advance in order to position such exhibits during the early stage of the build-up period
- Re-Export process for return of temporary items will take at least 2-3 weeks due to limited number of outgoing flights. Import-CCIPL-format will be used for re-export clearance



DOCUMENT DEADLINES

All document drafts (except B/L resp. AWB) must be sent via Mail to Panexpo not later than:

Airfreight consignments November 09th, 2024

Perishables/temperature-controlled items November 09th, 2024

Landfreight consignments: October 23rd, 2024

CONSIGNMENT DEADLINES

All freight must arrive not later than:

Airfreight consignments 5 working days before start of the exhibition

Perishables/temperature-controlled items 8 working days before start of the exhibition

Airport of destination Erbil International Airport

DOCUMENTATION

Exhibits - Temporary importation

- CCIPL (specimen copy of Panexpo only!) – 3 Originals

neither to be legalized by your local Iraqi embassy nor to be attested by your local Chamber of Commerce

For goods which are already sold at time of shipping but foreseen to be displayed at the exhibition before hand-over to local buyer in Iraq, following documents must be provided:

- CIPL (specimen copy of Panexpo only!) – 3 Originals
- Certificate of Origin – 1 Original

The above listed documents must be attested by your local Chamber of Commerce!

No import licenses will be required for permanent importation of exhibits/sold cargoes as goods will be imported under the name of the approved show for companies registered as exhibitors.

Brochures, advertising material/giveaways etc. - Permanent importation

- CCIPL (specimen copy of Panexpo only!) – 3 Originals

neither to be legalized by your local Iraqi embassy nor to be attested by your local Chamber of Commerce



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Foodstuff - Permanent importation

- CIPL (specimen copy of Panexpo only!) – 3 Originals
- Certificate of Origin – 1 Original
(needs to show the total gross weight of each packing unit as shown on the CCIPL and the invoice number of the CIPL)
- Health Certificate – 1 Original
- Certificate of Analysis – 1 Original
- HALAL Certificate (meat/meat products) – 1 Original

The above listed documents must be attested by your local Chamber of Commerce!

DOCUMENT DISTRIBUTION / AIR

Documents	Attached to AWB	PANEXPO
AWB	1 original & 2 copies	1 copy per mail
Manifest	2 copies	1 copy per mail
CIPL	2 originals	1 copy per mail
Certificate of Origin	1 original	1 copy per mail
Health certificate (food)	1 original	1 copy per mail
HALAL certificate (meat)	1 original	1 copy per mail
Certificate of Analysis (food)	1 original	1 copy per mail
Certificate of Conformity	1 original	1 copy per mail

AWB must be consigned as follows (Notify = same as consignee):

Pro Lohan Logistics Iraq - Erbil
Ainkawa 100m road Near American Embassy
Mobile: +964 751 459 6768 - +964 782 445 4155
E-mail: bilal.gardi@prolohan-logistics.com
www.prolohan-logistics.com

Please mention HS codes in the MAWB

Temporary goods cannot be packed and mixed with giveaways and must be packed separately. In this case 2 MAWB must be issued.

PACKING

It is essential that cases used to transport the exhibits are of sufficient strength and can withstand unpacking and repacking operations (e.g. during customs inspections).

Cases should therefore have prefabricated sections and should be constructed as a bolted returnable container.

Do not use pallets as packaging material (cartons shrink wrapped on pallet) to ship your items to Iraq. We refuse any responsibility in such case!!!



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ISPM15

Iraq do not require treatment of solid wooden packing material according to ISPM15-standards/regulations. Therefore, heat treatment or fumigation of wooden packages before re-export ex Iraq to countries of origins cannot be effected.

In any case we recommend using solid wooden packing material being treated according to ISPM15-standards and marked with IPPC-logo in case your own country will have this requirement for freight coming back from abroad.

CASE MARKING

All packages, shipped either by airfreight, seafreight, landfreight or courier service must be properly marked for identification on arrival, as follows:

Name of the Exhibition: Agro Pack Iraq & Plast Iraq 2024

Name of the Exhibitor:

Stand & Hall Number:

Date of the Show: Nov. 25-28, 2024

Dimensions: x x CMS (L x W x H)

Case Number: of

Gross/Net Weight: / KGS

FOODSTUFF – important information

Ban of imports

Following items/categories cannot be imported into Iraq:

- pork
- coconut
- mango
- alcohol
- any kind of articles of Israeli origin
- Tobacco products
- Mineral oils
- Gold & platinum jewels
- Military goods

Quantities / limitations

The quantity per item must be adequate (customary quantities for fairs/events)
The unit value per item must be a realistic market value.

Panexpo in co-operation with our local agent is going to check quantities and values of all items according to CIPL which has to be e-mailed together with rest of shipping documents (drafts) to Panexpo latest 3 weeks before the given deadline for arrival of shipment at Erbil airport.

Means of transport

We strongly recommend to dispatch foodstuff by airfreight to Erbil airport only!
Shipping by seafreight/LCL and by courier service is not possible!
Shipping by seafreight/FCL or landfreight is absolutely not recommendable!

Date of production / Date of Expiry

Production and expiry date must be mentioned within the CIPL (in English and/or Arabic language) and also has to be either engraved or digitally printed on each item. Stickers on the items showing such information won't be accepted by the local authorities in Iraq.

Temperature controlled storage in Iraq

Temperature controlled storage at Erbil airport respectively at Erbil fairground is not possible.

CUSTOMS DUTY

The "Custom Authorities" levy customs duty on all goods coming to Iraq, which are sold/consumed/destroyed regardless if they are re-exported at the end of the show. Please note that customs duty is applicable on all brochures, give-aways and gift items being shipped to the show, immaterial if they are consumed or shipped back to origin. All these shipments are cleared on a basis against payment of 40% on CIF(cost, insurance, freight)-value of the goods as assessed by Iraqi customs or a minimum of USD 200 per shipment. All customs duty assessments are solely up to the discretion by Iraqi customs. Iraqi customs can re-evaluate the value declared on the invoices and the duty is calculated and outlaid as assessed by the Iraqi customs.

CARGO INSURANCE

It is the responsibility of the exhibitor to ensure that they have adequate insurance for their goods whilst in transit to and from the exhibition, whilst there and / or in storage and also in transit to other destinations.

ON-SITE REPRESENTATIVE

Experienced representatives will be on-site to supervise customs clearance and freight handling and to liaise with exhibitors during the event.



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TRADING CONDITIONS

We operate exclusively in accordance with the Allgemeine Deutsche Spediteurbedingungen 2016 (“ADSp 2016”) (German Freight Forwarders’ General Terms and Conditions 2016).

Pursuant to clause 23 of ADSp 2016, liability for loss and damage of goods, which is limited under Section 431 of the German Commercial Code (HGB) to 8,33 Special Drawing Right per kilogram (SDR/kg), is further limited to the higher of Euro 1 Million and 2 SDR/kg per claim provided that all claims per event are limited to the higher of Euro 2 Million and 2 SDR/kg; and where multimodal transport with sea carriage is involved to 2 SDR/kg.

Please find the complete ADSp 2016 under:

http://panexpo.de/wp-content/uploads/2016/04/ADSp-2016_ENGLISH.pdf



PAYMENT OF SERVICES

In most cases, where agents are used within our organization or who are well known to us we will deal directly with those agents. It is therefore strongly recommended to employ an agent in your own country with whom we can make these arrangements.

Exhibitors or stand contractors with whom we are dealing directly are going to be charged by PANEXPO on a cash in advance basis and have to use the following method of payment:

BANK TRANSFER

In Euro

Account name : PANEXPO

Bank name: Sparkasse Bremen

IBAN: DE85 2905 0101 0006 0066 88

BIC SBREDE22XXX

In USD

Account name : PANEXPO

Bank name: Sparkasse Bremen

Account No.: 6006688

IBAN: DE34 2905 0101 0555 1056 91

BIC SBREDE22XXX

If you require an invoice in USD-currency, please kindly inform us right in advance.