



# Shipping Instruction



**KES 2017**  
17<sup>th</sup> – 20<sup>th</sup> Oct 2017  
COEX, Seoul, Korea

## **K-UNG CORPORATION**

7F, Chungwoonjae Bldg. #15, Yunmoojang 11rd, Sungdong-ku, Seoul 04783, Korea  
TEL: +82-2-6352-5300 FAX: +82-2-6352-5304 E-mail: k-ung@k-ung.com

## General Information

We are pleased to advise you that K-UNG Corporation is Sole Official Freight Forwarder & On-site Handler of Korea Electrics Show 2017 which will be held in Coex, Seoul, Korea.

K-UNG Corporation will receive the exhibits at Entry sea/airport, complete customs procedures and deliver the exhibits to exhibitor's booth.

After the exhibition, K-UNG Corporation will return exhibits to their origin points (or to third destinations), or move to bonded warehouse for sold goods.

For any inquiries, please contact below contact information :

### K-UNG Corporation.

7Floor, Chungwoonjae Bldg, #15, Yunmoojang 11Rd, Sungdong-Ku, Seoul 04783, Korea

Tel : +82-2-6352-5300 / Fax : +82-2-6352-5304 / E-mail : [k-ung@k-ung.com](mailto:k-ung@k-ung.com)

PIC : Mr. Frank Kim ([frank@k-ung.com](mailto:frank@k-ung.com)), Mr. Richard Park ([richard@k-ung.com](mailto:richard@k-ung.com)), Ms. Bella Won ([bella@k-ung.com](mailto:bella@k-ung.com))

## Transport Guidelines

### I. DEADLINE OF EXHIBITS ARRIVAL IN KOREA

**A. SEA Freight** : Vessel must arrive at Busan or Incheon port by following dates.

- LCL shipment : 09. Oct. 2017
- FCL shipment : 10. Oct. 2017

**B. AIR Freight** : To arrive at Incheon airport by 12 Oct 2017

### II. SHIPPING DOCUMENTS

• Invoice & packing list should be as precise as possible regarding item, quantity, unit price, total price, weight and volume

• The exhibitor is cautioned to note that priced indicated on the shipping documents must be reasonable

• Problems in customs clearance may occur if customs officer judges the declared price to be unreasonably low, also, customs will not accept "no commercial value" or "free of charge" invoice. Price must be mentioned for all items including consumable items

#### A. Shipping Documents Consist Of :

- Air Cargo : 1 copy of invoice/packing list
- Sea Cargo : 1 set Original BL or Surrendered BL, 1 copy of invoice/packing list

#### B. Consignee/ Notify info :

# In case of OCEAN SHIPMENT

#### CONSIGNEE

K-UNG Corporation.

7Floor, Chungwoonjae Bldg, #15, Yunmoojang 11Rd, Sungdong-Ku, Seoul 04783 Korea

TEL : +82-2-6352-5300 / FAX : +82-2-6352-5304

ATTN : Mr. Richard Park, Ms. Bella Won

#### NOTIFY

K-UNG Corporation.

7Floor, Chungwoonjae Bldg, #15, Yunmoojang 11Rd, Sungdong-Ku, Seoul 04783 Korea

TEL : +82-2-6352-5300 / FAX : +82-2-6352-5304

ATTN : Mr. Richard Park, Ms. Bella Won

**B. Consignee/ Notify info (cont'd) :**  
**# In case of AIR SHIPMENT**

**CONSIGNEE**

K-UNG Corporation.  
 7Floor, Chungwoonjae Bldg, #15, Yunmoojang 11Rd, Sungdong-Ku, Seoul 04783 Korea.  
 TEL : +82-2-6352-5300 / FAX : +82-2-6352-5304  
 ATTN : Mr. Richard Park, Ms. Bella Won

**NOTIFY (Same as Consignee)**

K-UNG Corporation.  
 7Floor, Chungwoonjae Bldg, #15, Yunmoojang 11Rd, Sungdong-Ku, Seoul 04783 Korea  
 TEL : +82-2-6352-5300 / FAX : +82-2-6352-5304  
 ATTN : Mr. Richard Park, Ms. Bella Won

**Description of goods: Exact Item name, Model no. Serial no. must be required**

**(Please do not mention on the AWB as Exhibitor name, Exhibition name & goods)**

**C. Please advise the following information by e-mail or fax and original documents to below :**

**K-UNG Corporation.**

**TEL : +82-2-6352-5300 / FAX : +82-2-6352-5304**

**Attn : Mr. Richard Park (richard@k-ung.com), Ms. Bella Won (bella@k-ung.com)**

- ① Name of Vessel / Carrier, Voyage or Flight Number
- ② Bill of Lading number / Airway Bill number (MAWB / HAWB)
- ③ Number of package
- ④ Weight and dimensions of exhibits

**III. FREIGHT TERMS**

All shipments sent by SEA / AIR must be **FREIGHT PREPAID**

**IV. IMPORT CUSTOMS CLEARANCE**

**A. Temporary Import**

**# In case exhibition Hall is "BONDED AREA" for the show :**

- ① No need any special documents or procedures for customs clearance.
- ② Just send us copy of BL or AWB, commercial invoice & packing list

**# In case exhibition Hall is not a "BONDED AREA" for the show :**

We recommend prepare ATA Carnet for temporary import and re-export without any Duty & Tax.

**B. Permanent Import**

**# Free for distribution - Catalogues, Brochures & Leaflets**

Provided that total value and quantity of the goods are reasonable in the opinion of the Customs Authorities. And it is not allowed that "CIGARETTES, ALCOHOLICS, FOOD & BEVERAGE etc " imported into Korea.

## C. Sold Exhibits

SOLD exhibits (contracted for SALE in Korea during the show) must be moved to bonded warehouse after Closure of the show for permanent import procedures.

## PLEASE NOTICE :

**All items imported to Korea for exhibition are under customs control. Items for FREE DISTRIBUTION (catalogs, giveaways and other promotional materials) must obtain Customs approval in advance, nothing can be used for free distribution before customs approval.**

## D. Insurance

It is strongly recommended and exhibitor's responsibility that all the exhibits to be insured against any possible loss of Damage for the whole of "Round-trip"

## E. Disposal Instruction of Exhibits

- ① In order to make prior arrangements with the customs, shipping lines and airlines, our staff will visit your booth during the show.
- ② You are kindly requested to fill out the "DISPOSAL PLAN" handed out to you.
- ③ Your exhibits will be shipped back to origin port or to third destination as instructed.
- ④ Sold/Contracted exhibits will be moved to bonded warehouse for permanent customs clearance.

## F. Case Marking

Exhibition	KES 2017
Exhibitor	(Your company name)
Hall/ Booth No.	
Case No.	
Dimensions/Weights	L x W x H (cm) / KGS