

## **EXHIBITOR SERVICES MANUAL**

# **SHIPPING INFORMATION**

### **OFFICIAL SHIPPING PARTNER**



#### **Globo Envios**

**Point of Contact:** Wilson Cano

**Phone:** +1 (203) 515-4801

**Email:** Wilsongloboenvios@gmail.com

### **THE SHIPPING AGENCY'S OFFICIAL STATEMENT & POLICIES**

**Dear Exhibitors,**

*Here is the basic information for the Alt Pro Expo/BizCann Expo in Medellin-Colombia on May 21st & May 22nd, 2022.*

#### **CHARGES**

There is a charge of **\$350 USD** fee for representation at Plaza Mayor.

The price per pound is **\$2.10 USD** this includes:

Airfreight, release from airline, delivery to Plaza Mayor, storage from May 3rd to the day of the show, air waybill, etc.

**\$1,000 USD** tax free **per 100 sq Ft** of booth space



#### **SHIPPING**

The merchandise must be shipped to our warehouse in Miami and must arrive **no later than May 3rd, 2022.**

The shipping address in Miami is the following:

**GLOBO ENVIOS INC / COMEXCO  
8333 NW 68TH ST MIAMI, FL 33166  
PHONE 305-7675971**

We would like to advise to send your items through shipping and not have it with you as a passenger! The venue will control the bags and suitcases when you enter. In case you declared your items at customs at the airport, this does not guarantee that it will be allowed into the venue!

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## FREE SAMPLES

You can bring up to **\$1,000 tax-free** worth of samples or merchandise such as e-liquids, hats, shirts, menus, stands. If you have mods and tanks that are used as testers, please declare them as part of the stand as well.



## AUTHORIZATION LETTER

A form will also be sent out and that is written in Spanish/English. This form must be filled out in both languages this document is for us to represent you as a broker in Colombia.

Once the show is finalized, you can always take your remainder items back. In case you want us to ship it back to our warehouse, keep in mind that you must schedule your pickup. We ship it back to our warehouse in Miami. The price per pound will be **\$1.95 USD** to Miami plus a **\$200 USD** broker fee.

In this price, it includes transportation to the airport, release, fees, customs, etc.



## CBD

We would like to point out that we can ship your CBD products to the show. We highly advise trying to sell everything during the show. Shipping CBD products has become very difficult, and we cannot ship them back due to previous experiences. It is impossible to ship these items back.



## BOXES

Every single box must be marked with your companies' name. Please use the attached label (see next pages).

All paperwork such as commercial invoices, authorization letters must be attached to the merchandise once it is shipped to Miami and sent via email to:

**Nathalia Diosa**

Email: [vapeexpo.international@gmail.com](mailto:vapeexpo.international@gmail.com)

WhatsApp: +57 3114247130

**Wilson Cano**

Email: [wilsongloboenvios@gmail.com](mailto:wilsongloboenvios@gmail.com)

WhatsApp: +57 3004562134



Shipping to Miami and must arrive no later no than

**May 3<sup>rd</sup>, 2022**

GLOBO ENVIOS INC / COMEXCO  
8333 NW 68TH ST  
MIAMI FL 33166

PHONE: 305-767-5971

EXHIBITING COMPANY: \_\_\_\_\_

BOOTH #: \_\_\_\_\_

No. \_\_\_\_\_ of \_\_\_\_\_ Pieces



Shipping to Miami and must arrive no later no than

**May 3<sup>rd</sup>, 2022**

GLOBO ENVIOS INC / COMEXCO  
8333 NW 68TH ST  
MIAMI FL 33166

PHONE: 305-767-5971

EXHIBITING COMPANY: \_\_\_\_\_

BOOTH #: \_\_\_\_\_

No. \_\_\_\_\_ of \_\_\_\_\_ Pieces



Shipping Direct to Colombia Receiving Dates **May**  
**9th. 2022 to May 18th. 2022**

ZONA FRANCA TRANSITORIA PLAZA  
CONVENCIONES Y EXPOSICIONES S.A  
NIT: 890.909.197-2  
ALT PRO / BIZCANN EXPO  
CALLE 41 N. 55-35  
EXPOSICIONES CONTACTO: JUAN CAMILO MOLINA  
CODIGO MUISCA 3864 MEDELLIN - COLOMBIA

EXHIBITING COMPANY: \_\_\_\_\_  
BOOTH #: \_\_\_\_\_

No. \_\_\_\_\_ of \_\_\_\_\_ Pieces



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No. \_\_\_\_\_ of \_\_\_\_\_ Pieces

# EXHIBITOR SERVICES

## MANUAL



### PAYMENT INSTRUCTIONS

Once we received the merchandise at our warehouse, we will proceed with billing. Payments must be made prior to the show:

**Wire Routing Transit Number:** 121000248  
**Bank Name:** Wells Fargo Bank N.A  
**City:** San Francisco  
**State:** CA  
**Account number:** 3733028397  
**Account Type:** Checking  
**Beneficiary / Title of account:** Globo Envios  
Cargo & Shipping Co

#### INTERNATIONAL WIRES - PLEASE INCLUDE

**SWIFT Code:** WFBIUS6S  
**Your address:** 72 West Ave, Norwalk CT 06854

**NOTE:** We will not be responsible for items not declared in the invoices or items that you bring with you personally.

The process of bringing equipment and products is duly regulated by law, for this reason: refrain from bringing with other people or third parties exhibition material to the fair and avoid headaches, with suppliers who are unaware of how the actual process works. The organization is not responsible for contracts that you decide to start with companies other than Globo Envios.

### PLAZA MAYOR IS CONSIDERED A TRANSITORY FREE ZONE



For more information, please visit the Plaza Mayor Transitory Free Zone page.

[VISIT PAGE](#)