

GLOSSARY OF TERMS FOR BILLING

CATEGORY	DESCRIPTION
<i>Administrative Charges</i>	Coordination & Attention Fee.
<i>Ancillary Charges</i>	Additional charges such as waiting time, permits, overtime, government documentation approval.
<i>Arrival Charges</i>	Outlays paid by broker prior to the release of freight.
<i>Bond Fees</i>	Charge based on a percentage of the value of the goods to guarantee payment of duties and taxes as applicable.
<i>Credit Service Charge</i>	1.5% of total invoice value due if paid after 30 days from issue date.
<i>Currency Adjustment Factor</i>	Additional 5% added to all line items billed in foreign currency.
<i>Customs Clearance Service</i>	Type of customs entry used to clear the goods.
<i>Domestic Trucking</i>	Truck freight within the continental U.S.
<i>Drayage</i>	Handling of freight from arrival of the truck at show site to booth including movement and storage of empties and return of freight to the truck after the show.
<i>Duties & Taxes (Duty/M.P.F.)</i>	Duties/taxes declared by customs on goods that are permanently imported.
<i>Export Air Freight</i>	Airfreight transportation.
<i>Export Air Freight Services</i>	Services rendered prior to airfreight transportation such as custom document preparation, movement from warehouse to airport, carnet and license signoff, messenger fees, fuel, security, and war risk surcharges.
<i>Export Ocean Freight</i>	Ocean transportation.
<i>Export Ocean Freight Services</i>	Services rendered prior to ocean transportation such as custom document preparation, movement from warehouse to port, carnet and license signoff, messenger fees, fuel, security, and war risk

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surcharges.

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G.S.T.	Goods and Services Tax.
<i>Import Air Freight or Import Truck Freight</i>	Freight from a show via air/truck.
<i>Import Airfreight Services</i>	From a show customs fees and final delivery charges via air transportation such as custom document preparation, movement from airport to warehouse, carnet and license signoff, messenger fees, fuel, security, and war risk surcharges.
<i>Import Ocean Freight</i>	Freight from a show via ocean.
<i>Import Ocean Freight Services</i>	Services rendered after ocean freight returns such as preparation, movement from port to warehouse, carnet and license signoff, messenger fees, fuel, security, and war risk surcharges.
<i>Insurance Charges</i>	Freight insurance.
<i>Labor & Equipment</i>	Labor and equipment provided that are additional services and not a standard tariff item.
<i>On-site Services (Inbound/Outbound)</i>	Services rendered on-site such as trucking from airport/port to site, delivery to booth, storage of empties, accessible storage, etc.
<i>Trucking</i>	Freight to or from a show via truck.