



ROGERS
WORLDWIDE
INDIA

AERO INDIA 2019
20th – 24th February'2019
Yelahanka Air Force Station - Bangalore

FORMS FOR COMPLETION

The following documents are to accompany your shipping documents apart from Form (8).

- 1) Form - 1 : Declaration Form for shipments on Invoice
- 2) Form - 2 : ATA Carnet Letter of Authorization
- 3) Form - 3 : Pre-Alert
- 4) Form - 4 : Undertaking on exhibitor's letterhead for customs bond
- 5) Form - 5 : Letter of Authorization for collecting Delivery Order from Airline
- 6) Form - 6 : Instructions for removal of containers.
- 7) Form - 7 : Format - Commercial Invoice / Packing List
- 8) Form - 8 : List of documents for filing the Sale Bill of Entry
- 9) Form - 9 : Letter to shipping line for collection of Delivery order
- 10) Form - 10 : Letter to customs for customs clearance and issuing bank Guarantee and bond
- 11) Form - 11 : Schedule III Declaration for Bank Guarantee shipments

*DECLARATION TO BE SIGNED BY AN IMPORTER CLEARING HIS GOODS
WITH/WITHOUT THE HELP OF A CUSTOMS HOUSE AGENT*

DECLARATION

1. I / We declare to the best of my/our knowledge and belief that the contents of invoice No.(s)dated.....and other documents relating to the goods covered by the said invoice(s) and presented herewith are true and correct in every respect

I / We declare to the best of my/our knowledge and belief that the contents of this bill of entry for goods imported against Bill of Lading No..... dated..... are in accordance with the invoice No.....dated..... and of other documents presented herewith are true and correct in every respect

2. I / We declare that I / we have not received and do not know of any other documents and information showing a different price, value (including local payments where as commission or otherwise), quantity or description of the said goods and that if at any time, hereafter I/we discover any information showing a different state of facts. I/We will immediately make the same known to the Collector of Customs

3. I / We declare that the goods covered by this bill of entry have been imported on an outright purchase/consignment account.

4. I / We am/are not connected with suppliers/manufacturers as:

- (a) Agent / distributor / indenter / branch / subsidiary / concessionair, and
- (b) Collector entitled to the use of trade mark, patent and design;
- (c) Otherwise than as ordinary importers or buyers

5. I / We declare that the method of invoicing has not changed since the date on which my/our books of accounts and/or agreement with the suppliers were examined previously by Customs House

Signature of Importer.....

& Rubber Stamp of Company

DRAFT LETTER ON COMPANY HEADED PAPER

LETTER OF AUTHORISATION

For R.E. Rogers to intervene on the ATA Carnet we will require a Letter of Authorisation from the exhibitor in the following format:

DRAFT LETTER ON COMPANY HEADED PAPER

(2) TWO ORIGINALS REQUIRED

TO WHOM IT MAY CONCERN

I/we (Signatory).....

(Company Name) of

hereby appoint

to be my/our agent for the purpose of dealing with and signing

ATA Carnet Number

DATED.....SIGNED

FORM-3

ON YOUR COMPANY HEADED PAPER

PRE-ALERT

(Please tick the applicable box)

DATE: No. of pages including this page.....

To: R.E. ROGERS INDIA PVT. LTD.

BANGALORE - 1

E-mail: shrenik@rogersworldwideindia.com & manojk@rogersworldwideindia.com

NAME OF EXHIBITION : AERO INDIA 2019

NAME OF EXHIBITOR/S: 1)
2)
3)

We expect to despatch shipment by Airfreight / Sea freight toAirport / Port on Flight No. / Vessel(date).

- | | | | |
|--|---|-------|---|
| <input type="checkbox"/> Invoice value | : | | <input type="checkbox"/> No. of pages |
| <input type="checkbox"/> Airway / Bill of Lading No. | : | | <input type="checkbox"/> Copy enclosed |
| <input type="checkbox"/> Authorisation letter to Airline | : | | <input type="checkbox"/> Copy enclosed |
| <input type="checkbox"/> ATA Carnet No. | : | | <input type="checkbox"/> Copy enclosed |
| <input type="checkbox"/> Guarantee | : | | <input type="checkbox"/> Bank / Embassy |
| <input type="checkbox"/> Fumigation Certificate | : | | <input type="checkbox"/> Copy enclosed |

Other Information / Instructions:.....
.....

We hereby instruct R.E. ROGERS INDIA PVT. LTD., to clear our shipment through customs in accordance with your shipping instructions. All charges in connection with this movement are for our account

For and on behalf of :

Name and signature :

SHOULD BE TYPED ON OFFICIAL LETTERHEAD OF THE EXHIBITOR

THIS LETTER IS TO AKNOWLEDGE OUR UNDERSTANDING OF THE SHIPPING INSTRUCTIONS ISSUED BY R.E.ROGERS INDIA PVT. LTD., THE OFFICIAL FORWARDER FOR THE SHOW.

R.E.ROGERS INDIA PVT. LTD, UNDERSTNDS THAT ALL FREIGHT SHIPPED BY
(EXHIBITOR'S NAME) _____
ADDRESS _____

WILL BE EITHER RETURNED TO ORIGIN OR SOLD TO A LICENCED INDIAN IMPORTER . WE UNDERSTAND THAT IN EITHER CASE R.E.ROGERS INDIA PVT. LTD. IS THE ONLY CUSTOMS BROKER EMPOWERED BY THE ORGANIZER TO HANDLE ALL CUSTOMS MATTER. WE ALSO HEREBY ACCEPT ANY BONDED STORAGE CHARGES THAT MAY INCUR DURING PROCESS OF THE RE-EXPORT OR NATIONALIZATION.

AS SPECIFIED IN THE SHIPPING INSTRUCTION , WE ACCEPT AS OUR RESPONSIBILITY TO MAKE SURE THAT ALL OUR EQUIPMENT FOR THE SHOW WILL BE PROPERLY INSURED AGAINST ALL RISKS.

IT IS ALSO OUR UNDERSTANDING THAT WE WILL GAIN CUSTODY OF OUR PRODUCTS DURING MOVE IN OF THE SHOW FROM THE TIME WE RECEIVE OUR EXHIBITS FROM THE OFFICIAL CONTRACTOR . WE WILL BE RESPONSIBLE FOR THE SAFETY AND SECURITY OF OUR EXHIBITS. WE, THEREFORE , HOLD HARMLESS R.E.ROGERS INDIA PVT. LTD. FROM ANY DUTIES, TAXES, FINES AND / OR PENALTIES LEVIED BY THE INDIAN GOVERNMENT AS A RESULT OF ANY DISCREPANCIES BETWEEN THE INBOUND AND RETURN SHIPMENT, REGARDLESS OF THE REASONS FOR DISCREPANCIES.

IT IS ALSO OUR UNDERSTANDING THAT IF THE GOODS ARE LOST OR STOLEN, ALL DUTIES, TAXES, FINES AND / OR PENALTIES LEVIED BY THE INDIAN GOVERNMENT WILL STILL APPLY AND WILL BE PAID BY OUR COMPANY IN FULL AT YOUR FIRST REQUEST AND WITH NO DELAYS.

WE SHALL BE LIABLE FOR THE IMMEDIATE AND IRREVOCABLE REIMBURSEMENT OF ANY ALL AMOUNTS OF DUTIES, TAXES. FINES AND / OR PENALTIES IMPOSED BY INDIAN CUSTOMS THROUGH R.E.ROGERS INDIA PVT. LTD.

NAME OF EXHIBITOR _____

FULL ADDRESS _____

NAME OF SIGNATORY _____

WITNESS 1. _____

WITNESS 2. _____

FORM 5

To be typed on company headed paper of consignee

Date:

TO,
THE IMPORTS MANAGER
.....(NAME OF AIRLINES)
BANGALORE

SUB : AUTHORISATION TO COLLECT DOCUMENTS & DELIVERY ORDER.

REF: MAWB NO.....

DEAR SIR,

WE HEREBY AUTHORISE M/S. R.E.ROGERS INDIA PVT. LTD – BANGALORE
TO COLLECT DOCUMENTS AND DELIVERY ORDER PERTAINING TO THE
ABOVE SHIPMENTS ON OUR BEHALF.

THANKING YOU,

YOURS TRULY,
FOR

AUTHORISED SIGNATORY / STAMP

NAME:
DESIGNATION:

RER REF NO.....

INSTRUCTIONS FOR CONTAINER REMOVAL

(Please fill in the following and return by mail)

To

R.E. Rogers India Pvt.Ltd.

Name of the Exhibition :

Name of the Exhibitor :

Container Number/s & Size :

- A. Please take instructions from exhibitor on-site.
- B. Please return empty container to shipping line after de-stuffing :
 - Immediately upon arrival of shipment on site.
 - After giving delivery of exhibits on stand.
- C. Please retain empty container on site for return movement.

All charges in connection with return /retention of container/s shall be for our account.

For :

Signature :

Name :

Date :

**LIST OF DOCUMENTS FOR FILING THE
SALE BILL OF ENTRY**

TO BE PROVIDED BY THE BUYER

1. Purchase order from the buyer to the seller showing the intention to buy the exhibits.
2. Seller's acceptance letter or sale deed against buyers offer.
3. Bank attested fresh Commercial Invoice on Buyer's name.
4. A statement in writing, explaining the mode of payment to the seller, by the buyer.
5. Required import licence. In case the item falls under the O.G.L category a declaration that the item falls under O.G.L.
6. A short write up on the function of the equipment along with the catalogue.
7. A photocopy of the Import Export Code of your company.
8. Authority letter to us for handling the Sale of Entry.
9. GATT declaration & Bill of Entry declaration duty signed and stamped.

IMPORTANT NOTE - Though we will try our best to clear the consignment as quick as possible but in case of any delay for want of document or other unforeseen circumstances due to customs, we should NOT be held responsible.

FORM 9

Dt.: Day/Month/Year

To,
M/s.(Name of shipping line agent in Bangalore as mentioned
in B/L who will issue Delivery order)
Address.....
Bangalore.

Ref: Bill of Lading No.....

Dear Sir / Madam,

We would like to inform you that we are authorizing R.E.Rogers India Pvt. Ltd., No. 2383/1, 11th Main, 15th Cross, "E" Block, Sahakar Nagar, Bangalore – 560 092 to collect the delivery order pertaining to the aforesaid Bill of lading. Kindly hand over the same to them or their authorized representative and oblige.

Thanking you,
Yours truly,
For(NAME OF CONSIGNEE IN B/L)

Signature / Stamp
Name
Designation

FORM 10

Dt:

To,
Deputy Commissioner of Customs
Yelahanka Airforce Station
Bangalore

Sub: Authorisation to clear shipment arrived on Bill of Lading No / Awb
no.....

Dear Sir,

With reference to the above subject, we here by authorize R.E.Rogers India Pvt. Ltd. to custom clear the shipment and take delivery of same on our behalf. We also further authorize R.E.Rogers India Pvt Ltd to issue the bank guarantee and bond on our behalf for temporary import customs clearance of exhibits for display at the show and return.

Thanking you,
Yours truly,
For

Authorised Signatory / Stamp

Name:
Designation:

**SCHEDULE – III
DECLARATION**

I/We(Name/Address of Importer) holding IEC No. 0100000096
declare that the goods imported under Bill of Entry No..... Dated.....
are intended for display or use at Aero India 2019 to be held at Yelahanka Airforce
Station Bangalore fromtoFebruary 2019

.....
(Signature)

.....
(Name)

.....
(Designation)

.....
Contact Telephone No.

.....
Email.

Date:

Place:

* * *