5225 Orbitor Drive, Unit 12 Mississauga, ON I 4W 4Y8

E-mail: info@crossconnectcl.com



THE NATIONAL FRANCHISE SHOW - SASKATOON

Saskatoon Praireland Park Saskatoon, SK Oct 5th - 6th , 2024



<u>Customs Clearance & Transportation Services</u>

Cross Connect Customs and Events Logistics Inc. ("Cross Connect") has been appointed by National Event Management as the Official Customs Broker & Transportation Provider for all shipments originating outside of Canada. Please read these instructions in conjunction with the exhibitor's manual provided by the Show Organizer.

These instructions will assist you in preparing for the correct, and timely, dispatch of your shipments; both to and from the event. Cross Connect is pleased to offer a complete logistics package that includes transportation/freight forwarding, customs clearance, delivery, and re-exportation services.

Cross Connect will provide the following services:

- On-site service from the first move-in day to the last day of move-out
- Transportation / Freight Forwarding and Advance Warehousing
- Post all securities and bonds with Canadian Border Services Agency
- Prepare the proper Customs entries to account for any sales you may make & remit the payments to Customs
- Prepare return export documents, bills of lading, shipping labels, and provide U.S. Customs Clearance, when required.

For more information, please contact:

Pat D'Alessandro Kyle Mekhuri

Phone: 416-726-7229 Phone: 647-470-4763

Sunny Salas Anthony D'Alessandro

Phone: 416-676-1124 Phone: 416-670-6606

 5225 Orbitor Drive, Unit 12 Mississauga, ON I 4W 4Y8

E-mail: info@crossconnectcl.com



The National Franchise Show - Saskatoon has been granted "official recognition status" by Canada Border Services Agency (Canada Customs) allowing certain privileges for event materials entering Canada. Using the official Customs Broker will eliminate the possibility of materials being held at the border by Canada Customs due to improper or insufficient documentation. We will assist all Exhibitors with their temporary imports, permanent entries, export of exhibit materials, and ensure that all qualifying "official recognition status" privileges are applied.

PLEASE NOTE: Failure to comply with the deadlines, consignee, and document instructions, will cause unnecessary delays and may lead to additional charges. For this reason, if you will be using a Freight Forwarder or Customs Broker, other than Cross Connect, please be sure to pass these instructions on to them. Exhibitors using their own Customs Broker will have to arrange their own bond or cash deposit with Canada Customs at the point of entry into Canada.

CONSIGNEE INFORMATION:

DIRECT TO SHOW SITE:

Shipments delivered direct to show site will only be accepted during scheduled move-in dates and times. Shipments arriving early or late will not be accepted.

For delivery Direct to Show Site, consign your shipment to:

Exhibitor Name, Booth #
c/o The National Franchise Show - Saskatoon
Saskatoon Praireland Park
503 Ruth Street West
Saskatoon, SK
S7K 4E4

5225 Orbitor Drive, Unit 12 Mississauga, ON L4W 4Y8

E-mail: info@crossconnectcl.com



Shipping Checklist

**PRIVATE VEHICLE SHIPMENTS / DRIVING ACROSS THE BORDER:

If you intend to bring your goods across the border in a private vehicle (personal, company, or rental), there are documents that must accompany the individual carrying the materials. Please contact Cross Connect at least 1 week in advance of your expected crossing.

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Ш	Complete required forms below & send them to Cross Connect via e-mail.
	 Schedule your pick-up (if not arranging transportation through Cross Connect). We strongly suggest that exhibitors DO NOT ship by parcel courier, or by mail. Please contact Cross Connect for advice on how best to handle these types of shipments. Goods being shipped need to abide by the following timelines:
	 TRUCK / COMMON CARRIER: scheduled to arrive 1 week prior to show opening AIRFREIGHT: scheduled to arrive 3 days (minimum) prior to show opening VAN LINE: Shipments may be sent direct to show site and should be scheduled for delivery on the appropriate move-in day.
	- All shipments <u>MUST BE SENT PREPAID</u> . Cross Connect will not accept any collect freight charges. Shipments sent collect will be refused.
	 Label your freight. All pieces must be labeled clearly; showing the Exhibitor Name & Booth # c/o Show Name and the address where the freight is going, piece # and total # of pieces (e.g. piece 1 of 3), emergency contact information, and "NOTIFY CROSS CONNECT FOR CUSTOMS CLEARANCE". For freight on skids/pallets, if possible, we recommend that a label be placed on each individual carton, case, etc. and that any large pieces have labels placed on multiple sides. Ensure that any previous shipping labels (used for past shipments) have been removed / destroyed.
	 Ship your goods, ensuring that the appropriate documents have been provided to the carrier. The Bill of Lading or Air Waybill, all Customs documents, and labels must be marked "NOTIFY CROSS CONNECT FOR CUSTOMS CLEARANCE". A copy of the Commercial Invoice must be attached to the Bill of Lading or Air Waybill.
	On show site: - The show site has been declared a bonded area for the entire event. Under NO circumstances are any goods to be removed without prior consent of Cross Connect. - Cross Connect can provide the following services: - Return of goods to your stated destination - Supply required shipping documents, export documents, and labels - Arrange Customs clearance of any goods remaining in Canada; applicable duties and taxes must be paid prior to removal from the show site.

o Arrange transfer of goods to be displayed at another event in Canada

more information on cargo insurance.

NOTE: Cross Connect is not responsible for lost, stolen, or damaged freight. All goods should be insured for the entire duration of the event; prior to, during, and after. Please contact Cross Connect for

E-mail: info@crossconnectcl.com



Form Checklist

 Customs & Transportation Services Order Form (Mandatory) Please ensure that all fields, including credit card information and client signature (at bottom of form), are completed. Note: IRS# (U.S. Tax ID, or E.I.N.) is required if goods will be returning to the USA. Example and form for completion are included in this kit.
 Commercial Invoice / Packing List (Mandatory) Complete all required information per example provided. All invoices MUST include quantity, detailed descriptions (using general terms), countries of origin (manufacture – not purchase), and values for all items in the shipment. For shipments that include electronics, please also provide the brand name and model # for each item in the description. Example and form for completion are included in this kit.
 Additional Forms (May be required) Additional information may be required if you are shipping goods that are regulated by the Government of Canada and/or by the U.S. Government (e.g. food, medical devices, cosmetics, electronics, etc.). Be sure to e-mail your documents to Cross Connect prior to shipping, so that we can advise you if any additional information is required.

**NOTE: All forms must be completed and returned to Cross Connect for review, prior to shipping. Failure to do so could result in additional fees and/or your shipment being refused

clearance/entry into Canada.



!!! ATTENTION !!!

The Customs & Transportation Services Order Form is a legally required document. It must be completed and signed by the importer/owner before Customs Brokerage or Transportation Services are provided. When completing the form, please pay close attention to the following:

- Wet (ink on paper) signatures are required. Digital or Font-based signatures are <u>not</u> allowed.
- Company names must be the full/complete LEGAL business name, as registered with the Government in the country of operation.
- IRS#/U.S. Tax ID/EIN must be provided for all U.S. companies. Please attach a copy of the company W-9.
- GST/HST# must be provided for all Canadian companies.

E-MAIL: <u>Info@crossconnectcl.con</u>

TEL: 416-639-2176

WEBSITE: WWW.CROSSCONNECTCL.COM

Customs & Transportation Services Order Form

Please accept this as authority for Cross Connect Customs and Event Logistics Inc. ("Cross Connect"), located at 5225 Orbitor Drive, Unit 12, Mississauga, ON L4W 4Y8; business number 709076475RM0001, a Customs Broker licensed under the Customs Act, to act as my true and lawful attorney to transact on my behalf all matters relating to the import and export of goods, as outlined in Trading Conditions applicable to Customs

Services of Cross Connect Customs and Event Logistics Inc., attached hereto. Such business may include, but is not limited to:

1. The release of and accounting for goods, document and data preparation, payment of, and refund, of all government duties, taxes, and levies in respect of imported and exported goods released or to be released; and

2. The transportation, warehousing, and distribution of such goods.

In signing this form, I grant Cross Connect, full power and authority to appoint a sub-agent, where required.

This authority is granted for all shipments in relation to this event and/or shipment(s) detailed below, unless otherwise indicated by marking the "Continuous Authority" box, below.

☐ Continuous Authority granted

Signature: Printed Name: **CUSTOMS & EVENT LOGISTICS**

416-639-2176 E-mail: info@crossconnectcl.com

Date:

Signature:

Se	Services Required (please check all that apply):													
	Transportation	☐ Customs C	learance			☐ Advance W	☐ Advance Warehouse							
Exhibitor	Shipment Delivering to (please check one): Exhibitor Name: Event Name: Facility/Venue Name:	Advance W Booth #: Event Dates:												
Event &	Facility/Venue Address: City: On-site Contact: E-mail:	Cell #:	Zip/Postal Code: Cell #: Importer # (if applicable):											
Shipper	Company Name: Address: City: Contact Name: E-mail:	State/Province	9:			IRS #: Zip/Postal Code: Tel:								
Same as Shipper No Return Shipment Company Name: Address: City: State/Province: Zip/Postal Code: Contact Name: E-mail:														
Billing	☐ Same as Shipper Company Name (Legal): Address: City: Contact Name: E-mail:	,	GST/HST# (if applicable): Zip/Postal Code: Tel:											
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Shipment / Freight	Requested Service Level: Air Additional Services Required: Lift Gate Total Shipment Value:		and Pick-up ☐ Weekend Delivery											
	Available for Pick-up Date: Shipper Hours of Operation: to Must Deliver By: Cargo Insurance / Declared Value This shipment is subject to basic liability of the carrier or other vendors engaged, which is limited by default under applicable contract and/or law. No greater value for liability will be declared with any vendor absent written instruction by the client and written confirmation by Cross Connect. Rather than attempt to recover under liability terms, Cross Connect offers the client the opportunity to include shipments under a first party cargo insurance program which will provide protections pursuant to policy terms and conditions; a copy of the insurance policy will be provided upon request. Please contact Cross Connect for more information on cargo insurance. Shipments will not be insured absent written request and written confirmation from Cross Connect.													
Thi Applin to fore "Tr to be cor	Terms & Conditions This order is placed with the specific understanding that we are engaging Cross Connect as our agent. Cross Connect performs customs services pursuant to its "Trading Conditions Applicable to Customs Services" as published online at https://crossconnectcl.com/wp-content/uploads/2021/06/Customs STC.pdf . Cross Connect performs its transportation services in the role of agent pursuant to its "Standard Trading Conditions", as published online at https://crossconnectcl.com/wp-content/uploads/2021/06/Transportation_STC.pdf . The foregoing terms, respectively, limit the liability of Cross Connect and provide for time limits for making claims and filing suits. Notwithstanding any greater liability under Cross Connect's "Trading Conditions Applicable to Customs Services" and "Standard Trading Conditions", the liability of Cross Connect - however founded - for any and all services performed is agreed to hereby be limited to CAD 1000 (One Thousand Canadian Dollars) per transaction or occurrence, whichever is least, and in no event shall Cross Connect be liable for any indirect or consequential damages including but not limited to any loss of profit. The undersigned warrants that all hazardous materials have been declared, and that the client shall abide by all Federal, Provincial, State and Local laws.													
	Client Signature (wet ink signature required - digital signature NOT allowed) Label read and agree to the terms of this contract. Thereby certify that I have authority to transact business on behalf of my employer. Accepted by:													

Date:

Customs & Transportation Services Order Form

Please accept this as authority for Cross Connect Customs and Event Logistics Inc. ("Cross Connect"), located at 5225 Orbitor Drive, Unit 12, Mississauga, ON L4W 4Y8; business number 709076475RM0001, a Customs Broker licensed under the Customs Act, to act as my true and lawful attorney to transact on my behalf all matters relating to the import and export of goods, as outlined in Trading Conditions applicable to Customs Services of Cross Connect Customs and Event Logistics Inc., attached hereto. Such business may include, but is not limited to:

1. The release of and accounting for goods, document and data preparation, payment of, and refund, of all government duties, taxes, and levies in respect of imported and exported goods released or to be released; and

2. The transportation, warehousing, and distribution of such goods.

In signing this form, I grant Cross Connect, full power and authority to appoint a sub-agent, where required.

This authority is granted for all shipments in relation to this event and/or shipment(s) detailed below, unless otherwise indicated by marking the

■ Continuous Authority granted



CUSTOMS & EVENT LOGISTICS

416-639-2176 E-mail: info@crossconnectcl.com

Se	Services Required (please check all that apply):													
×	Transportation	▼ Customs C	Clearance			■ Advance Wa	▼ Advance Warehouse							
	Shipment Delivering to (please check one):	☐ Direct to E	vent/Show	Site	▼ Advance Wa	Advance Warehouse								
ō	Exhibitor Name: ABC COMPANY Booth #: 1001													
į	Event Name: NAME OF THE SHOW / EVENT YOU ARE ATTENDING Event Dates: 05-Jul-21 to 07-Jul-21													
X	Facility/Venue Name: NAME OF CONVENTION CENTRE / HOTEL / VENUE WHERE THE EVENT IS BEING HELD													
∞ఠ	Facility/Venue Address: ADDRESS OF THE CONVENTION CENTRE / HOTEL / VENUE WHERE THE EVENT IS BEING HELD													
Event & Exhibitor	City: TORONTO	Zip/Postal Code												
``	On-site Contact: JOHN SMITH						Cell #: 555-555-0000							
	E-mail: JSMITH@DOMAIN.COM	Importer # (if app	Importer # (if applicable): 123456789RM0001											
	Company Name: ABC COMPANY					IRS #: 12-34567	789							
ber	Address: 123 SOMEPLACE AVENUE, SUITE 3													
Shipper	City: NEW YORK	State/Province	e: NY			Zip/Postal Code								
S	Contact Name: JOHN SMITH					Tel: 555-555-00	00							
	E-mail: JSMITH@DOMAIN.COM													
풀	■ Same as Shipper													
Return Freight	Company Name: ABC COMPANY					IRS / Importer #	‡: 12-3456789							
Ē	Address: 123 SOMEPLACE AVENUE, SUITE 3	State/Province	o: NIV			Zin/Doctol Code	. 10000							
T I	City: NEW YORK Contact Name: JOHN SMITH	State/Provinc	e. NY			Zip/Postal Code Tel: 555-555-00	e. 10093							
Re	E-mail: JSMITH@DOMAIN.COM					101. 333-333-00	00							
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						GST/HST# (if ap	nlinable):12245679	2001/0001						
<u>g</u>	Address: 123 SOMEPLACE AVENUE, SUITE 3					001/1101# (II ap	plicable). 12343076	Dalvinoon						
Billing	City: NEW YORK	Zip/Postal Code	· 10093											
m	Contact Name: JANE DOE, ACCOUNTS PAYABLE	State/Province	0			Tel: 555-555-00	Tel: 555-555-0001							
	E-mail: JDOE@DOMAIN.COM					-								
	MUST BE COMPLETED													
	Charge to: ▼ Visa	MasterCard		ican Expre	99									
ŧ	Cardholder Name: JOHN SMITH	i waster cara	LI / Allici		Number: 1	22								
Payment	Credit Card Number: 1234 5678 9123 4567				Date: 11/2									
Pay		nis form I acknowle	edge that dec				nimum \$50 00 USF))						
	radinorize use of this card for payment of solvices relative to this form. Tacknowledge that declined credit cards are subject to a 30% solvinaries (minimum 400.00 GGS).													
	Cardholder Signature: Yohn Smith			Date:	10-Jun-21									
	# of Type of Pieces													
	Pieces (Box/Crate/Skid, etc.)		Length	Width	Height		Per Piece	Total						
	2 SKIDS @ Dimensions		48	48	48	@ Weight (lbs) Each	400	800						
	1 CRATE @ Dimensions @ Dimensions		41	52	50	@ Weight (lbs) Each @ Weight (lbs) Each	1,000	1,000						
	@ Dimensions					@ Weight (lbs) Each								
igh	@ Dimensions					@ Weight (lbs) Each								
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ıt/	Requested Service Level:	☐ 2 nd Day	⋉ Trı	ıck	□ Oth	er:	•	,						
ner	Requested Service Level: Air													
Shipmer	Total Shipment Value: \$ 10,000.00 Carr	rier Name & Cor	ntact Info:	IF USING C	ARRIER O	THER THAN CROSS CON	INECT, PROVIDE	INFO.						
S						Must Deliver By: 30-Jui								
	Cargo Insurance / Declared Value													
	This shipment is subject to basic liability of the carrier or other videolared with any vendor absent written instruction by the client													
	the client the opportunity to include shipments under a first pa													
	insurance policy will be provided upon request. Please contact written confirmation from Cross Connect.	Cross Connect for	r more inform	ation on car	go insurance	e. Shipments will not be insu	red absent written	request and						
ΙTε	erms & Conditions													

This order is placed with the specific understanding that we are engaging Cross Connect as our agent. Cross Connect performs customs services pursuant to its "Trading Conditions Applicable to Customs Services" as published online at https://crossconnectcl.com/wp-content/uploads/2021/06/Customs STC.pdf . Cross Connect performs its transportation services in the role of agent pursuant to its "Standard Trading Conditions", as published online at https://crossconnectcl.com/wp-content/uploads/2021/06/Transportation_STC.pdf. The foregoing terms, respectively, limit the liability of Cross Connect and provide for time limits for making claims and filing suits. Notwithstanding any greater liability under Cross Connect's "Trading Conditions Applicable to Customs Services" and "Standard Trading Conditions", the liability of Cross Connect - however founded - for any and all services performed is agreed to hereby be limited to CAD 1000 (One Thousand Canadian Dollars) per transaction or occurrence, whichever is least, and in no event shall Cross Connect be liable for any indirect or consequential damages including but not limited to any loss of profit.

The undersigned warrants that all hazardous materials have been declared, and that the client shall abide by all Federal, Provincial, State and Local laws.

Client Signature											
I have read and agree to the terms of this contract.											
Signature: <i>John Smith</i>	Date: 10-Jun-21										
Printed Name. JOHN SMITH	Title: CEO										

Cross Connect Internal Use Only									
Accepted by:									
Date:									
Signature:									

FOR CUSTOMS CLEARANCE BY:

Cross Connect Customs And Event Logistics Inc.

$\underline{\mathsf{CARRIER\ ONLY}}\ \mathsf{PARS\ E\text{-}mail:\ pars@crossconnectcl.com}\quad \mathbf{COMMERCIAL\ INVOICE\ /\ PACKING\ LIST}$



NOTE: Only pdf/tif attachments and not the email itself are received. Ensure that all PARS information and any special instructions are included within pdf/tif attachment. HOURS: Mon-Fri 9 am - 5 pm *E-mails are monitored outside of regular business hours, but response may be delayed. Please ensure that ETA's are accurate.

Shipper:				Consignee (Ship To):		Importer/					Shipped Vision Shipped To IRS #: Pieces: Weight: Currency: Ship Date:		Adv. N	Whse [Show Site	(" *A – TE *B – PE	*REMARKS (X" each item) MPORARY IMPORT RMANENT IMPORT VEN AWAY / SOLD
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Pieces	Pieces	,	Please include Brand N	ame & Model # for all electronic equipment.	,	(lbs/kg)	L	W	Н			A TEMP	B PERM	C PROMO	Unit Va	lue	Total Value
**FOB (Fr	ee On Board) VALUE:	indicates the cost of good	ds, including all transportation and insurance o	nsts un to th	ne nort of dena	arture: th	e "Price l	Paid"						**FOB V	ALUF:	
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any doc	uments re	elating t	to said shipment and	t Customs and Event Logistics, inc. (I forward this shipment in accordan TC.pdf . The values listed on this do	ce with th	ne Cross Co	nnect's	"Stand	dard Tra	ading Cond	itions", as publi	shed	onlin	e at <u>ht</u> i	ps://cross	connec	
TEL 10.0		ODT:::				Si	gnatur	e:							Date:		
	RARY IMP NENT IMP													_			12/22

FOR CUSTOMS CLEARANCE BY:

Cross Connect Customs And Event Logistics Inc.

ABC COMPANY, BOOTH # 1001

C/O NAME OF SHOW/EVENT

CROSSCONNECT

NOTE: Only pdf/tif attachments and not the email itself are received. Ensure that all PARS information and any special instructions are included within pdf/tif attachment. HOURS: Mon-Fri 9 am - 5 pm *E-mails are monitored outside of regular business hours, but response may be delayed. Please ensure that ETA's are accurate.

*IMPORTANT: MUST be completed in full. Shipped Via: TRANSPORTATION COMPANY NAME Importer/Owner of Goods: ■Same as Shipper ➤ Adv. Whse ☐ Show Site **ABC COMPANY** Shipped To: *REMARKS 123 SOMEPLACE AVENUE, SUITE 3 IRS #: 12-3456789 ("X" each item) NEW YORK, NY Pieces: *A - TEMPORARY IMPORT 10093 ☐ kg 💌 lbs *B – PERMANENT IMPORT 1 800

ABC COMPANY 123 SOMEPLACE AVENUE, SUITE 3 NEW YORK, NY 10093

Shipper:

VENUE NAME
VENUE ADDRESS
ONSITE CONTACT NAME

Consignee (Ship To):

VENGE ABBINESS							vveigitt.		1,000			GIVEN AWAY / SOLD						
JOHN SMITH - 555-555-0000 ONSITE CONTACT NAME & CELL						ELL	JOHN SM	IIIH - 5	55-555	-0000			currency.					
	PHONE #						Does this co	mpany	Office?		06/15/2021 (mm/dd/yyyy)							
# of Pieces	Type of Pieces	Qty	Description of Contents			Origin	Weight in <u>lbs</u>		mensio (Inches	-	СВМ	HTS	Remarks*			,	/alue	
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1	SKID	1	DISPLAY BOOTH			USA	400	48	48	48	1.81	9403.20	X			5,250.0	5,250.00	
1	CRATE	2	50" LED TV'S - LO	G MODEL# 55EG	9100	CHINA	50	41	52	50	1.75	8528.72	X			700.0	1,400.00	
		2	WEIGHTED MET.	AL TV STANDS /	lack	JAPAN	950					9403.20	X			500.0	1,000.00	
1	SKID	5000	ADVERTISING LI	TERATURE		USA	200	48	48	48	1.81	4911.10			\times	0.1	5 750.00	
		1000	BALL POINT PEN	IS *Electronic	equipment	CHINA	48					9608.10			\times	0.3	350.00	
		400	CATALOGS	MUST inclu		USA	150					4911.10			\times	3.0	1,200.00	
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			7			K									П			
											9	Values need t	o ref	flect	the c	ost of good	s (price paid),	
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*C:fi			a wa ausiwa da Ma au															
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	descriptions such as "Give Aways", 'Display Materials", or "Trade Show						*Indic	ate t	he Co	untry	of Ma	nufacture						
	Samples" will NOT be accepted.						I I			_		; <u>NOT</u> the						
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L	L		l			1	L		1									

^{**}FOB (Free On Board) VALUE: indicates the cost of goods, including all transportation and insurance costs up to the port of departure; the "Price Paid"

**FOB VALUE: 10,000.00
INSURANCE:
FREIGHT CHARGE:

**TOTAL CIF VALUE: 10,000.00

The shipper hereby authorizes Cross Connect Customs and Event Logistics, inc. ("Cross Connect"), and their agents, in his name and behalf, to prepare any export documentation, to sign and accept any documents relating to said shipment and forward this shipment in accordance with the Cross Connect's "Standard Trading Conditions", as published online at https://crossconnectcl.com/wp-content/uploads/2021/06/Transportation_STC.pdf. The values listed on this document represent fair-market value, and proof of valuation can and will be provided upon request.

TEMPORARY IMPORT VALUE: 7,650.00

PERMANENT IMPORT VALUE: 2,350.00

Signature:

John Smith

Date: 06/10/2021

12/22

^{**}CIF (Cost, Insurance, and Freight) VALUE: indicates the value of the goods including freight and insurance from the port of departure; FOB Value + Insurance + Freight