



**LABELEXPO**  
**MEXICO 2025**

# SHIPPING GUIDELINES

Labelexpo  
Mexico  
2025

**EFM Global Logistics** has been appointed as the Official Logistics Provider for Labelexpo 2025, Expo Guadalajara, Guadalajara.

Please ensure that all shipment pre-alerts are sent to EFM prior to exporting your shipment to Mexico for documentation approval and confirmation to proceed.

EFM will check and approve documentation and confirm to proceed.

**EFM Global Logistics**

3 Alpha Way  
Thorpe Business Park  
Egham, Surrey  
TW20 8RZ

E: [chris.knights@efm.global](mailto:chris.knights@efm.global)  
T: +44 (0) 1784 223 960



## CONSIGNMENT DEADLINES

Please follow the below deadline dates to avoid any delays with delivery to your stand:

- |  |                      |
|--|----------------------|
| - Seafreight FCL shipments need to arrive at Manzanillo or Veracruz Seaports by the: | <b>13th March 25</b> |
| - Seafreight LCL shipments need to arrive at Manzanillo or Veracruz Seaports by the: | <b>06th March 25</b> |
| - Airfreight shipments need to arrive at Mexico City Airport by the: Via CIPL        | <b>19th March 25</b> |
| - Airfreight shipments need to arrive at Mexico City Airport by the: Via ATA Carnet  | <b>21th March 25</b> |
| - Roadfreight shipments need to arrive at Laredo, TX by the: Via CIPL 1              | <b>13th March 25</b> |
| - Roadfreight shipments need to arrive at Laredo, TX by the: Via ATA Carnet          | <b>13th March 25</b> |

Shipping documents including ATA Carnet 5 days before arrival.  
Commercial invoice and packing list 7 days before arrival.

## CUSTOMS DOCUMENTATION:

Commercial invoice/detailed packing list.  
Product catalogue / Technical data sheet.  
Air Waybill, OBL or Truck BL.  
ORIGINAL certificate of treatment at origin for wood.

## PROHIBITED ITEMS

If you intend to send the below mentioned products to Mexico, we ask you to notify us at least **45 days** in advance to be able to indicate the procedure and / or permits to process for your Importation.

Various items have restrictions for their importation such as:

- Food Products
- Textile
- Pharmaceutical Products
- Drinks
- Cosmetics
- Explosives
- Weapons

**The above list is only indicative and does not cover every product that may be restricted and require special procedures.**

All works undertaken are subject to our standard trading conditions – BIFA 2021.



## CONSIGNMENT INSTRUCTIONS

### AIRFREIGHT SHIPMENTS

All shipments must ship as "Freight Prepaid" and consigned as follows:

**PLEASE SEND TO ARRIVAL MEXICO CITY (GDL, MEX) AIRPORT**

MAWB Consignee	NAIB Group Fair Division México S. A. de C. V. Benito Juárez #41, Col. Urbana Ixhuatepec C.P. 55349. Ecatepec de Morelos, Estado de México. Phone. (52) 55 57 69 74 15 / 16 Attention: fairs@naibgroup.com.mx
Shipping documents	1. Copy of the AWB 2. Commercial Invoice and Packing Lists in English (template available upon request) 3. Original ATA Carnet (if applicable).

### SEAFREIGHT SHIPMENTS

(PLEASE DO NOT SEND UNTIL WE HAVE CONFIRMED THE CONSIGNEE INFORMATION).

**PLEASE SEND TO ARRIVAL MANZANILLO OR VERACRUZ SEAPORTS**

OBL Consignee	NAIB Group Fair Division México S. A. de C. V. Benito Juárez #41, Col. Urbana Ixhuatepec C.P. 55349. Ecatepec de Morelos, Estado de México. Phone. (52) 55 57 69 74 15 / 16 Attention: fairs@naibgroup.com.mx
Shipping documents	1. Copy of the OBL 2. Commercial Invoice and Packing Lists in English (template available upon request) 3. Original ATA Carnet (if applicable).

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**ROADFREIGHT SHIPMENTS VIA LAREDO**  
**(PLEASE DO NOT SEND UNTIL WE HAVE CONFIRMED THE CONSIGNEE INFORMATION)**

Truck BL Consignee	NAIB Group Fair Division México S. A. de C. V. C/o Canpa Global Logistics sc / 8510 Tejas loop Laredo Texas 78045 Phone. 956791559 Attention: Hector Diaz
Shipping documents	1. Copy of the Truck B/L 2. Commercial Invoice and Packing Lists in English (template available upon request) 3. Original ATA Carnet (if applicable)

**CASE MARKINGS**

Packing should be designed with internal padding/battens as to be suitable for the nature of the goods and the intended mode of transport, and to be able to withstand both outward & return journeys. It should be capable of easy unpacking & re-packing.

**Exhibition Name LABEL EXPO MEXICO 2025**  
**Exhibitor Name** \_\_\_\_\_  
**Made in** "Country of origin" \_\_\_\_\_  
**Hall and Stand Number** \_\_\_\_\_  
**Case Number** \_\_\_\_\_ (e.g. 1 of 5, 2 of 5, etc)  
**Gross Weight / Dimensions** \_\_\_\_\_


**WOOD PRODUCTS / PACKING / FUMIGATION**

**ALL WOOD PRODUCTOS / PACKAGING MATERIALS** (also pallets) must be **FUMIGATED** with methyl bromide or Heat treatment of minimum wood core temperature of 56° C/133° F for a minimum of 30 minutes. All wooden material must be marked legible and permanent. The mark must be approved by **IPPC** (International Plant Protection Convention). Failure to comply will result to problems with the customs clearance, delays at the delivery and high fines, be sure to send the fumigation certificate.

- In case that you have crates or wooden pallets the wood must be fumigated with Methyl Bromide (MB) or a heat specific treatment (HT).
- If this is the case that you have crates or wooden pallets, you need to send the fumigation certificate, and these must be stamped as:

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- **Temporary** exported and **permanent** exported items must be packed and shipped completely **separately** otherwise the cargo will be delayed at customs.
- Please ensure your equipment is packed in **strong**, waterproof packing **cases**, which lends itself to being re-packed after the exhibition. Please bear in mind that your exhibits will be in transit for long periods both to and from the exhibition, and that cartons are not suitable to withstand the constant handling that takes place during transshipment. Outdoor-/Open air handling is sometimes inevitable, even if it rains.
- **Packaging** The shipments must be sent with the accurate packing for the transportation.

#### COMMERCIAL INVOICE

All invoices must be in English and include the following information (please use our format – available upon request):

- Show-name and Show-dates
- Name of exhibitor, address, contact name and number
- Tax Id Number
- Mode of transport (air, sea or road) & port of entry
- Exact description of Goods incl. brand names
- Size and type of packing used for each individual item
- Gross & net weight of material
- Country of origin
- Incoterm

#### ATA CARNET

**For exhibits to be totally re-exported only.** The description of goods must be written English.

#### INSURANCE

It is the responsibility of the shipper to arrange their own insurance cover to and from the exhibition. EFM provides specific cover for exhibition goods and can be quoted upon request. Please contact our office for more details.

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## IMPORTANT NEW REGULATIONS IN MEXICO FOR PERMANENT IMPORTS

New validation scheme for security NOMs (Official Mexican Standards) in customs.

As of June 2019, some goods cannot be imported on a permanent basis without proof of compliance with the NOMs for safety at the point of entry into the country.

Mainly electronic devices such as computers, televisions, lamps, printers, tablets and other network accessories; they have no problem with temporary import, but for permanent import we must comply with the import certifications by product, brand and model.

EFM or local agent does not have any of these permits or certifications, since we are not sellers or distributors.

It is important to identify the HS codes. Therefore, we request a CIPL with the following information, to approve permanent imports:

## TERMS AND CONDITIONS

EFM operate under BIFA2021 terms and conditions. A copy of our terms and conditions will be supplied at the time of direct quoting or booking.

## PAYMENT TERMS

Where credit terms are not agreed, payment of funds will be required in advance of delivery. If you are working with an EFM approved logistics partner, please contact them directly to agree payment terms.

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## Contact

### **EFM GLOBAL LOGISTICS**

3 Alpha Way  
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**E: [chris.knights@efm.global](mailto:chris.knights@efm.global)**

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