



Shipping Instructions

MRO Latin America 2025

4 Feb - 5 Feb

Panama, Panama

IMPORTANT DEADLINES

General Air Freight Cut-Off:	7 Jan
Delivery Date:*	2 Feb

*unless otherwise requested

APPOINTED BY



TWI Group is appointed by Aviation Week as the official overseas transportation coordinator for U.S. exhibitors participating in MRO Latin America 2025.

TWI is able to assist you with every aspect of your shipping needs, all-inclusive from your doorstep through delivery to your stand, including required documentation. We provide you with personalized attention to meet your every expectation

AIR/OCEAN FREIGHT

TWI has complete air, ocean and trucking forwarding capabilities. TWI Representatives can arrange pick-up at your facility or you can send direct to one of our consolidation points.

Please notify your TWI representative at +1-702-691-9000

- Arrival date at the consolidation point
- Carrier's Bill of Lading/ Airway Bill information

CARGO INSURANCE

We highly recommend insuring your shipment. The most cost-effective method is to cover it with your company's current insurance. TWI Group can also provide additional cargo insurance based on the value of your goods. Please note that your cargo is not insured by TWI Group unless you specifically apply for cargo insurance and receive an insurance certificate issued by TWI Group.

Protecting Your Cargo: Ensure your staff is on-site to secure your shipment. At the end of the show, hand over your shipment to TWI Group, our local partners, or stay at the booth until your shipment is collected. Goods left unattended at the show site may be subject to theft or damage. TWI Group is not responsible for cargo that is not securely turned over to us or our local partners.

LABELS

Each crate should be appropriately labeled on each side. Do not label the top of your container as items may be stacked.

COMMERCIAL INVOICE/PACKING LIST

TWI has provided country specific commercial invoices for your use. These templates have specific verbiage for each country. Complete these Excel documents and return them in Excel format by the document deadline date.

Temporary and permanent goods must be packed separately with separate invoices.

Harmonized Tariff Schedule (HTS) codes are used for commodity classifications for customs' purposes. They are mandatory for each item. Please use this link to find the appropriate code for your item.

[Harmonized Tariff Website](#)

PACKING

In order to minimize damage to the goods you will be shipping, please ensure if at all possible that your shipment is skidded before it leaves your facility. It must be packed in separate boxes and individually labeled. Contact your TWI representative for further details.

Due to multiple handling of freight cases TWI urges exhibitors to use strong wooden cases. Bolted returnable types of cases that offer protection from the elements are ideal. If your cases are secured with a lock or combination please provide the key or combination at time of tender for Customs access if necessary.

SHIPMENTS CONTAINING BATTERIES

Please contact your TWI Representative as soon as possible if you are shipping batteries, or your equipment contains batteries of any kind (including laptops/tablets/notebooks), so that we may inform you whether IATA packaging and labeling requirements pertain to your shipment.

We have provided labels if they are needed. These labels must have the telephone number of a person knowledgeable about the shipment and the UN# listed for type of battery. It is not required to be monitored at all times that the package is in transit. It is acceptable for the number to be monitored during the company's normal business hours in order to provide product-specific information relative to the shipment and the UN# must be listed on the outside of each package containing any batteries.

The phone number listed cannot be a toll-free number.

A material safety data sheet (MSDS) is required for all battery shipments.

Failing to inform us ahead of time regarding any batteries that are contained in your shipment may result in delays or refusal by the airlines to accept the shipment.



SHIPMENTS WITH NON-MANUFACTURED WOOD PACKING

All shipments containing Non-Manufactured Wood Packing (NMWP) must be either **heat-treated or fumigated**. NMWP and Solid Wood Packing Material (SWPM) must bear markings indicating the type of treatment under the ISPM 15 regulations.

Any packing that does not comply with these requirements will be refused, destroyed, or returned to its origin, resulting in a considerable delay.

Please contact your TWI representative if you have any questions regarding the NMWP rule.

[Frequently Asked Questions](#)



TERMS AND CONDITIONS

All rates and services provided by TWI Group are governed by our detailed Terms and Conditions. These terms outline the specific provisions, guidelines, and policies that apply to our offerings, ensuring transparency and consistency in our operations. By utilizing our services, clients agree to be bound by these terms.

To ensure you are fully informed, we recommend reviewing our Terms and Conditions in detail. You can access the complete document by clicking the following link:

[TWI Group Terms and Conditions.](#)

TWI CONTACT		
Tyler Hunt	(702) 691-9091	thunt@twigroup.com