



General Shipping Instruction

ISHRS – international Society of Hair Restoration Surgery 2026

October 15rd to October 17th, 2026

Windsor Convention Center & Hotels, Rio de Janeiro – Brazil

ML International Expo Logistics has been appointed by ISHRS as the official Shipping, handling agent and customs broker for ISHRS in Rio de Janeiro. Please look through the shipping instructions for important information on deadlines, documentation, and other useful information.

WORLD WIDE SHIPPING

ML INTERNATIONAL has a network of partners all over the world. Please reach out to us and we can put you in touch with our local partner in your country to ensure your shipment is exported properly and arrives on time to Rio for customs clearance and delivery to your stand for set up.

info@mlintl.net

www.mlintl.net

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DOCUMENTS REQUIRED

- 1 - Shipping documents (AWB – B/L)
- 2 – Invoice/ Packing list
- 4 - Booth/space contract
- 5 - Hold Harmless Letter
- 6 – Certificates (medical goods)

DEADLINES

AIR FREIGHT

PRODUCTS CONTROLLED BY ANVISA

Example of this are medical products or devices but not limited to

- Document Deadline: August 15th (it takes approx.. 30 days for approval of documents. Documents must be approved and permits in place before the freight arrives)
- Freight arrival at GIG airport no later than: Sept 25th

General Goods (Not controlled by Anvisa)

- Document Deadline: 5 days prior to departure
- Freight arrival at GIG airport 10 days prior to delivery to stand: Sept 25th

Air freight Documents / Pre-Alert is required 48 hrs prior to departure. DO NOT SEND CARGO WITHOUT OUR WRITTEN AUTHORIZATION

SEA FREIGHT

PRODUCTS CONTROLLED BY ANVISA

Example of this are medical products or devices but not limited to

- Document Deadline: August 1st (it takes approx.. 30 days for approval of documents. Documents must be approved and permits in place before the freight arrives)
- Freight arrival at FCL / LCL at Santo port no later than: Sept 15th

Ocean freight documents / Pre-alert is required 48 hrs prior to departure from port of origin and original documents must arrive 7 working days prior to vessel arrival.

Consigning Details

AWB / BL shipments to GIG Airport or Rio De Janeiro port

FULSTDIG SHOWS E EVENTOS MC LTDA.

Rue Professora Luiza Nogueira Goncalves, 350

Salas 213a 215-Recio dos Bandeirantes

CEP 22790-465, Rio de Janeiro, RJ Brazil

Tel: (5521)3388-0764

CNPJ:05231625/0002-69

FREIGHT CONDITIONS

- ALL FREIGHT COMING TO Brazil for trade show must be shipped PRE-PAID basis and amount of freight clearly shown on body of the AWB / BOL
- Freight “AS AGREED” is NOT accepted by Brazilian Customs Authority.
- Returning freight in case of temporary admission must be re-exported on collect basis.

IMPORTANT NOTES

Permanent goods must be imported into Brazil separately from the temporary ones. Therefore, please make sure to issue separate AWB/BL and invoices, per exhibitor, accordingly.

- Import license might be applicable depending on the nature of goods. Therefore, please make sure to email us copy of invoice ahead of time so that we can advance import license formalities prior to shipment departure from origin.
- **Food/ Beverage/Medical/ Dental goods** – most of them require import license. The process to obtain the license takes around 30 days. And the cargo can only be shipped after authorization. Depending on the harmonized code of the product certificates can be required as well, so we require to inform the harmonized code as soon as possible.
- In case of Invoice/ Packing List: must be issued whether in English or in Portuguese.
- **ATA Carnet it is not accepted in Brazil.**
- 2 original sets of invoices must be submitted together with AWB/BL.
- It is very important that realistic values are declared. Brazilian authorities have the right to

question the value declared on the invoice.

- Customs authorities inspect every shipment according to each Invoice. In case of any discrepancies, the complete shipment is potentially subjected to delays, fines and/or seizure.
- Please do not ship any cargo without our previous authorization.

DECLARATIONS TO BE MENTIONED AWB/BL

Following declaration must be mentioned on AWB and BL (be sure to mention all harmonized codes on BL body):

For temporary shipments: “DESTINED ISHRS – International Society of Hair Restoration Surgery

2026 FROM OCTOBER 15th TO OCTOBER 17th, AT WINDSOR CONVENTION CENTER & HOTELS, RIO DE JANEIRO RETURNING TO ORIGIN AFTER SHOW”

For permanent shipments: “DESTINED ISHRS – International Society of Hair Restoration Surgery 2026 FROM OCTOBER 15th TO OCTOBER 17th, AT WINDSOR CONVENTION CENTER

& HOTELS, RIO DE JANEIRO TO BE CONSUMED DURING THE SHOW”

For the BL is mandatory to detail the packaging as following:

- In case it is pallets: Nr of pallets - description of the goods; weight in kg; the cbm; the harmonized code.
- In case it is plastic drums: Nr of plastic drums - description of the goods; weight in kg; the cbm; the harmonized code.
- In case it is wooden crate: Nr of wooden crate - weight in kg; the cbm; the harmonized code; inform if the wood is treated/not treated/ certified/ not certified.

- In case it cardbox: Nr of cardbox boxes - weight in kg; the cbm; the harmonized code. For BL and AWB is mandatory to inform if the wooden packaging is:
 - Wooden Packing: **Processed Wood**;
 - Wooden Packing: **Treated and Certified**
 - Wooden Packing: **Not Treated and not Certified**
 - Wooden Packing: **Not Applicable**

IN ORDER TO AVOID PROBLEMS WITH AGRICULTURE AUTHORITIES WE STRONGLY RECOMMEND USING ONLY TREATED WOODEN AND WHICH SHOWS THE IPCC MARK.

IMPORTANT NOTE: PLEASE MAKE SURE ALL SHIPMENTS (AIR AND OCEAN) ARE WEIGHED AND WEIGHT FIGURES DECLARED ON EXPORT DOCUMENTS MATCH WITH ACTUAL WEIGHT.

**COMMERCIAL INVOICE / PACKING LIST
CONSIGNING INFORMATION
shipments to GIG Airport or Rio De Janeiro port**

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**THE FOLLOWING INFORMATION MUST BE INCLUDED ON THE BODY
OF INVOICE/PACKING LIST**

- Number of packages
- Itemized gross and net weight
- Total gross weight
- Complete description of goods including part and serial numbers. Brazilian Customs are very strict with serial numbers and models. Please make sure to have serial numbers and models mentioned on the invoice. Heavy penalties can be charged by customs if there's any mistake.

Itemized harmonized codes

- For products with import license required is also necessary to issue a combined invoice/ to apply the license

- Itemized harmonized codes
- Itemized unit and total prices
- Itemized gross and net weights
- The following declaration be included on the of your invoice:

For temporary shipments: "DESTINED ISHRS – International Society of Hair Restoration Surgery 2026 FROM OCTOBER 15th TO OCTOBER 17th, AT WINDSOR CONVENTION CENTER & HOTELS, RIO DE JANEIRO RETURNING TO ORIGIN AFTER SHOW"

For permanent shipments: "DESTINED ISHRS – International Society of Hair Restoration Surgery 2026 FROM OCTOBER 15th TO OCTOBER 17th, AT WINDSOR CONVENTION CENTER & HOTELS, RIO DE JANEIRO TO BE CONSUMED DURING THE SHOW"

- Booth/ Space Contract

Copy of booth / space contract is required for customs import formalities purposes. Please make sure contract is signed off by the same company acting on shipping documents as exporter, shipper or exhibitor. In case invoice is issued on freight forwarder's invoice forms please make sure to declare into shipper box freight forwarder details C/O exhibitor details. This way we can prove customs exhibitor who signed space contract will attend the show.

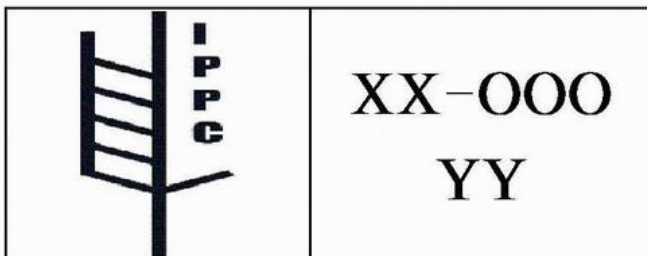
IMPORTANT NOTE

BRAZILIAN AUTHORITIES ARE ENTITLED TO REQUEST ANY OTHER CERTIFICATE THEY MIGHT CONSIDER NECESSARY FOR IMPORT LICENSE PURPOSES.

PLEASE DO NOT SHIP ANY CARGO WITHOUT OUR PREVIOUS AUTHORIZATION. THIS IS REALLY IMPORTANT!

- GENERAL INFORMATION

- Temporary admission bond terms are usually authorized by customs for the event period and can only be extended if show which cargo is officially destined to is prorogated, except for items controlled by Brazilian Army – these must re-export just after the event. Therefore, if by any chance, exhibitor knows ahead of time goods will take part of private show, presentation or testing events please make sure to contact us before shipping cargo to Brazil for further instructions.
- Brazilian authorities have issued requirements for imported solid wood packing material (SWPM). All wood packaging must be treated and marked which certifies the approved treatment on two opposite sides of the WPM. The Mark should contain the valid symbol approved by IPPC, country code, unique number of the producer / treatment facility designated by the National Plant Protection Organization (NPPO) of exporting countries and treatment methods (HT, MB).



This includes crating, pallets, cases, skids & dunnage. Shipments packed in non-treated & marked wood material will not be permitted entry by Brazilian Customs and will be re-exported. WPM without approved mark = Treatment, Disposal or Return to origin country. Pack all goods securely in reusable boxes or wooden crates that are both durable and waterproof. If goods are packed in cardboard boxes, please be advised that

ML INTERNATIONAL / FULSTANDIG SHOWS E EVENTOS MC LTDA. cannot be responsible for any damage or losses that might occur to the contents. Besides replacement cartons may be very costly and difficult to find at the end of Show. We strongly recommend to not shipping anything by courier services once they are not allowed to clear customs in Brazil. Neither Fulstandig nor the show organizer is responsible for possible problems if you use courier services.

SHIPPING LITHIUM ION BATTERIES

There are some things you need to know before you ship something with a lithium ION Battery in it. these products are but not limited to: batteries for an electric drill, I-Pad or touch screen. Laptop computer, and smart phone to name a few.

If you are planning on shipping any of these items we need to know this before we can quote you because we need to get special permission from the airline for shipping any of these items and the rates are different then just shipping items with out batteries.

Here are some things to find out about your items

1. Is the battery built into the device? Or can it be removed?
2. What is the UN # of the battery?
3. What is the MSDS = Material Safety Data Sheet on the product you are shipping?
4. How are the goods packed for shipping?
5. Do you have labels on the boxes showing there are batteries inside?



COURIER SHIPMENTS

ML International does NOT recommend using any courier companies to get your goods into Brazil. Please contact ML International for “last minute” shipments and we will advise you on how to get your goods to the show.