



NORTHBOUND FROM MEXICO



Shipping to and from Mexico since 1985, Con-way Truckload is the acknowledged leader in through-trailer service. With our experience and close ties to Mexican business associates, our customers can trust us to transport their loads throughout Mexico safely and securely.

Understanding the responsibilities of all parties ensures Con-way Truckload's exceptional customer service and customers' successful deliveries.

AREAS OF RESPONSIBILITY

→ MEXICAN EXPORTER

- Obtain written confirmation of the business transaction.
- Provide a commercial invoice with complete product descriptions (generic names, not trade names), shipping requirements (including the port of entry, packaging and special handling), the projected date of export, the terms and conditions of sale (i.e. Incoterms), and other documents required by Mexican and U.S. customs brokers (such as the Certificate of Origin or other required support documents). Commercial invoices must be in English.
- Provide contact names, addresses, telephone numbers, and e-mail addresses to the U.S. importer and the Mexican shipper for any support information or documentation related to the shipment.
- Apply a C-TPAT certified seal, when applicable.

→ IMPORTER

- Obtain written confirmation of the business transaction.
- Document complete product descriptions using generic names, not trade names.
- Advise the exporter/shipper of the name and telephone number of the U.S. customs broker, the carrier, and the port of entry into the U.S.

→ SHIPPER

- Obtain written confirmation of the business transaction.
- Complete the bill of lading, specify the port of entry into the U.S., and name the Mexican and U.S. customs brokers.
- Specify terms of freight payment (prepaid, collect or combination), and if the Mexican carrier charges are included.
- Ensure exporter applied a C-TPAT certified seal, when applicable.

→ MEXICAN CARRIER

- Book the shipment after confirming the price and services in writing via a tariff, contract or other written agreement.
- Advise the U.S. carrier of the trailer number and shipment due date at the port of entry to the U.S.
- Provide agreed upon services.
- Protect the integrity of the seal. Provide documentation and communication to the supply chain in support of any changes in seal number at any point in the supply chain.

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AREAS OF RESPONSIBILITY *CONTINUED*

→ MEXICAN CUSTOMS BROKER

(A Mexican broker is required on all shipments exported from Mexico.)

- Obtain all appropriate documentation from the exporter/shipper.
- Process export documentation with Mexican Customs.
- Work with Mexican Customs for any inspection requirements.
- Arrange for cross-border shuttle/drayage transportation, when required.
- Advise the U.S. customs broker of expected availability.
- Protect the integrity of the seal. Provide documentation and communication to the supply chain in support of any changes in seal number at any point in the supply chain.

→ MEXICAN CARRIER/ CARTAGE COMPANY

- Provide C-TPAT/FAST certified drivers for physical crossing at the border.
- Transmit the eManifest to U.S. Customs.
- Protect the integrity of the seal. Provide documentation and communication to the supply chain in support of any changes in seal number at any point in the supply chain.

→ U.S. CUSTOMS BROKER

- Obtain all appropriate documentation from the exporter/Mexican customs broker and the shipper.
- Obtain Limited Power of Attorney and importer bond information prior to shipment's arrival at the border.
- Process the commercial invoice.
- Process the Certificate of Origin (NAFTA or other) and other applicable import documents.
- Coordinate the cargo inspection with customs and border protection, when required.

- Advise the U.S. carrier of shipment or load availability.
- Create a U.S. bill of lading or other movement document.
- Protect the integrity of the seal. Provide documentation and communication to the supply chain in support of any changes in seal number at any point in the supply chain.

→ U.S. CARRIER

- Deliver the shipment in compliance with the customer agreement.
- Protect the integrity of the seal. Provide documentation and communication to the supply chain in support of any changes in seal number at any point in the supply chain.
- Provide C-TPAT required security.

These procedures are general guidelines and practices that are subject to change based on the regulatory requirements of the U.S. and Mexican governments. Please check with your freight forwarder and/or customs broker for the most current procedures or situations, some of which may be unique to your product, before shipping goods to or from Mexico. A more thorough explanation of the business environment and procedures is available online at www.con-way-mx.com.

Con-way Truckload is North America's truckload leader. The company was founded in 1951 as CFI with one tractor and two trailers. Today, we operate over 2,600 tractors and more than 8,000 trailers and serve customers throughout the continent. Con-way Truckload is built on the four values of safety, integrity, commitment and excellence — all values that we bring to our customers every day. Our strong commitment to environmental stewardship and green initiatives is reflected in our membership in the EPA SmartWaySM program. Through this program, Con-way Truckload has received multiple SmartWay Excellence Awards.