



SOUTHBOUND TO 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, Con-way Truckload's customers can trust us to transport their loads throughout Mexico safely and securely.

Understanding the responsibilities of all parties ensures our exceptional customer service and customers' successful deliveries.

AREAS OF RESPONSIBILITY

→ EXPORTER

- Obtain written confirmation of the business transaction.
- Provide a commercial invoice with complete product description (generic names, not trade names), shipping requirements (including ports of entry, packaging and special handling), projected date of export, terms and conditions of sale (i.e. Incoterms), and other documents required by the U.S. forwarding agent and the Mexican customs broker (such as the Certificate of Origin or other required support documents). The commercial invoice must be completed in Spanish.
- Provide contact names, addresses, telephone numbers, and e-mail addresses to the Mexican importer and the U.S. shipper for any support information or documentation related to the shipment. Some documentation will be translated into Spanish.

→ MEXICAN IMPORTER

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

→ SHIPPER

- Obtain written confirmation of the business transaction.
- Issue the bill of lading with all information related to the border crossing. This includes the name of the U.S. forwarding agent, Mexican customs broker, Mexican carrier, port of entry into Mexico, consignee name/address in Mexico and the terms of freight payment (prepaid, collect or combination).
- Apply a C-TPAT certified seal when applicable.
- Utilize C-TPAT certified service providers (forwarder, customs brokers and Mexican carrier) in the supply chain, when applicable.
- Specify if the Mexican carrier charges are included.

→ U.S. CARRIER

- Book the shipment after confirming the price and services in writing via a tariff or contract.
- Advise the U.S. forwarding agent of the shipment due date at the port of export from 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*

→ U.S. FORWARDING AGENT

- Obtain all appropriate documentation from the exporter, shipper or importer.
- Process the commercial invoice and translate it into Spanish, if necessary.
- Inspect or process the NAFTA Certificate of Origin (or other support documentation).
- Coordinate the physical cargo inspection and verification on behalf of the Mexican customs broker.
- Arrange for a cross-border cartage/drayage service to move the trailer or shipment through Mexican Customs for inspection and release and have it delivered to the Mexican carrier's facility or directly to the customer, if it is a border maquiladora.
- 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 CUSTOMS BROKER

- Obtain appropriate documentation and Mexican Limited Power of Attorney from the Mexican importer of record and the U.S. forwarder.
- Process import documentation with Mexican Customs and other government agencies, if applicable, and pay the applicable Mexican customs duties, VAT, and taxes, if any.
- Work with Mexican Customs for any inspection requirements.
- 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

- Deliver the shipment in compliance with instructions from the shipper/seller or importer/consignee or Mexican customs broker and/or importer.
- 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.

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.