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| Services | |
| Services Included | Services Excluded |
| • Uplift consignment from air terminal to transitional facility | • Demurrage/detention/bond fees (if applicable) |
| • Standard Customs and Quarantine Clearances (to client or agent’s account as above if not pre-paid) | • Duty/Sales Taxes (if required) |
| • Up to 5 calendar days free time at APOE from date of arrival (IMO only 2 days) | • Port (THC), NVOCC (LCL), Handling Charges and Delivery Order Fees (if applicable) |
| • Delivery to residence/store up to level one (excluding lifts) | • Customs and/or Quarantine inspection and associated transport costs |
| • Unwrapping of wrappings, setting up of easily assembled basic items | • Heavy items such as Pianos, Safes, Spa Pools, etc… |
| • Same day removal of debris | • Additional debris removal /collection |
|  | • Clearance of new purchased imported items € 85,- per document |

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| Additional Charges | |
| ATHC | |
| All Airline Handling fees are excluded. If these are not prepaid, they will be collected from the consignee/agent at the following rates: | |
| • Airline handling fees | € 285,- per consignment |
| Please notice these rates exclude Port Security/Carrier, Admin & Documentation. | |

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| Storage | |
| •  Baggage Storage | € 1,5 per cbm / week (min. € 25,) |

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| Other Charges | | |
| • Stair carry / long distance | | € 15,- per cbm (more than 10 steps or 25mtr walk). |
| • Elevator surcharge | | € 240,- flat, per day/per address up to 4th floor (5th floor US standard), higher levels on request. |
| • Parking | | € 220,- euro per address (5 working days reservation) |
| • Pianos | Upright: Baby Grand: Grand: | € 200,-  € 475,-  € 475,- base on single level delivery |
| • Disposal of crates or air lift vans | | € 25,- per crate, or per cbm |
| • Handyman (min 2 men) for IKEA and or lusters, paintings | | € 45,- per hour (min. 4 hours). |

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| Customs Regulations And Information For Imports For All EU Countries (Deed of Schengen excl.CH) |
| Personal Documents Required |
| • Original Bill of Lading (OBL) / Express Release / Air Waybill (AWB) |
| • Packing list |
| • Color copy of Passport showing photograph and signature |
| • Detailed inventory, valued and signed + declaration that the goods have been in client’s possession for more than 6 months (by ours). |
| • Letter of Employment from the origin country stating that the customer has been employed outside the European Union for a period of at least 1 year (by client) |
| • Certificate for Free Entry or Visa (for non-EU citizen, issued by the Embassy or Consulate of the EU country of destination) |
| • Certificate of Residence issued by local EU town hall of EU city of residence (for all citizen) |
| • Certificate of Change of Residence (returning EU citizen only) issued by the local town hall where the client lived prior to departure abroad |
| Specific information |
| • The letter of employment from the origin country should include the beginning and ending dates of employment and beginning date of employment in the EU (for non-EU-citizen only). |

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| It’s in interest of shipper to inform us with above information prior to shipping it and to avoid delays, inspection and/or unnecessary storage costs |

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| Information | |
| Consignee Details | Notify Party |
| **PO/clients name** ERDO bvba To att of Erik Dockx Londenstreet 38  B-2000 ANTWERPEN-BELGIUM Tel +32 3 233 06 11 Mobile +32 477 49 60 30  Email address: [info@erdo-relocation.com](mailto:info@erdo-relocation.com) | ERDO bvba To att of Erik Dockx Londenstreet 38  B-2000 ANTWERPEN-BELGIUM Tel +32 3 233 06 11 Mobile +32 477 49 60 30  Email address: [info@erdo-relocation.com](mailto:info@erdo-relocation.com) |
| [www.erdo-relocation.com](http://www.erdo-relocation.com) | |