



AGTA GEMFAIR<sup>™</sup>  
TUCSON

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*January 25, 2016*



### **Calling all FedEx Shippers ... AGTA 2016 Ship Site Information**

Dear GemFair Tucson Exhibitor,

#### **Ship Site Arrangement**

FedEx will be on-site to help with your shipments February 2nd - 5th 2016 and will be located at the vault. Drop off your package(s) between 11 AM - 4:30PM. Packages will be stored in the AGTA vault daily until 4:30PM when FedEx Express will pick up. Make sure to bring your FedEx account number, login id, and password to the show. A declared value representative and FedEx Express representative will be present at the AGTA show. FedEx.Com will be available for show attendees to process their shipments by logging in to their fedex.com account or by creating a one-time shipment and paying by credit card. Other options to create Express labels include preprinted airway bills, handwritten airwaybills, and accessing the FedEx App on your smartphone <http://mobilesolutions.fedex.com/>. For any questions regarding FedEx please dial 1.800.GO.FedEx.

**Brush up on your shipping knowledge before coming to the tradeshow to make shipping easy....**

- If you are new to shipping , please visit <http://www.fedex.com/us/ship/>
- All shippers should review declared value and limits of liability (Not Insurance Coverage) in the service guide <http://www.fedex.com/us/service-guide/terms/express-ground/index.html>
- Learn how to create and complete labels <http://www.fedex.com/us/service-guide/our-services/create-labels/>
- For common questions regarding how to get started shipping internationally and countries served please visit this link <https://smallbusiness.fedex.com/international/faqs.html#>
- Ensure you are up to date on the types of international paperwork that may be required for your US Export Shipments before arriving at the show. Some of the most common types of paperwork required are:
  - A Commercial Invoice
  - Certificate of Origin
  - NAFTA Certificate of Origin
  - Electronic Export Information (EEI)
- FedEx Customer Service dial 1.800.Go.FedEx or for all customer service phone numbers within the US and outside the US please visit : <http://www.fedex.com/us/customersupport/call/>

**2016 AGTA GemFair Tucson**

Tucson Convention Center, 260 South Church, Tucson AZ 85702

February 2-7, 2016

GemHall, Designer & Manufacturer Pavilion & Galleria

Tuesday - Saturday 10:00 am - 6:00 pm, Sunday 10:00 am - 4:00 pm

February 2-5, 2016

Ballroom: Tools, Technology & Supplies Pavilion, Gemstones & Fine Jewelry

Tuesday - Friday 9:30 am - 6:00 pm

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