

# INTERNATIONAL SHIPPING MANUAL



SHOT SHOW 2024  
LAS VEGAS, NEVADA  
JAN. 23-26, 2024

## SHIPPING & DOCUMENT DEADLINES:

**ITAR & ATF DOCUMENT REVIEW – MONDAY, SEPT 25**

AIR FREIGHT (DIRECT SHOW SITE) - MONDAY, JAN 8

AIR FREIGHT (ADVANCED WHS) – MONDAY, DEC 18

(FOR OCEAN & TRUCK FREIGHT PLEASE CONTACT US)

**IMPORTANT:** Shipments and documents arriving after the published deadlines will incur an additional surcharges for rush processing. **Observance of these deadlines is important. Especially items requiring ATF or ITAR documentation.** Every effort will be made to clear customs and deliver to the show in a timely fashion.

AMR GROUP has been appointed by Convexx as official international freight provider and customs broker SHOT SHOW 2024.

Our services include:

- Shipping from door to your booth, including from overseas locations
- Complete shipping solutions from door to booth
- Air Freight transport services
- Ocean freight transport services
- Packing and documentation services
- U.S. Customs clearance (permanent, temporary or ATA Carnet)
- ITAR and ATF documentation consulting services
- On-site support before, during and after the show

**CONTACT:**

LOIER CUNHA  
TEL: +1-702-800-6385  
EMAIL: [LOIER.CUNHA@AMRWORLDWIDE.COM](mailto:LOIER.CUNHA@AMRWORLDWIDE.COM)

**CONTACT:**

CHRIS RAY  
TEL: +1-702-800-6385  
EMAIL: [CHRIS.RAY@AMRWORLDWIDE.COM](mailto:CHRIS.RAY@AMRWORLDWIDE.COM)

**CONSIGNMENT INSTRUCTIONS:**

Please consign air, ocean and invoice documents per below instructions.

- 1) **Airfreight** – MAWB and HAWB is required for all shipments.

**MAWB:**

LANDSTAR GLOBAL LOGISTICS  
C/O SHOT SHOW 2024  
VENETIAN EXPO CENTER  
201 SANDS AVE  
LAS VEGAS, NV 89169 - USA

**HAWB:**

EXHIBITOR NAME / AMR GROUP  
C/O SHOT SHOW 2024  
VENETIAN EXPO CENTER  
201 SANDS AVE  
LAS VEGAS, NV 89169 - USA

**NOTIFY PARTY:**

AMR GROUP / LANDSTAR  
702-800-6385  
[OPS@AMRWORLDWIDE.COM](mailto:OPS@AMRWORLDWIDE.COM)

**CONSIGNMENT ADDRESS (CON'T):**

1) **Oceanfreight** – MBL and HBL are required for all shipments

**MBL:**

LANDSTAR GLOBAL LOGISTICS  
C/O SHOT SHOW 2024  
VENETIAN EXPO CENTER  
201 SANDS AVE  
LAS VEGAS, NV 89169 - USA

**HBL:**

EXHIBITOR NAME / AMR GROUP  
C/O SHOT SHOW 2024  
VENETIAN EXPO CENTER  
201 SANDS AVE  
LAS VEGAS, NV 89169 - USA

**NOTIFY PARTY:**

AMR GROUP / LANDSTAR  
702-800-6385  
OPS@AMRWORLDWIDE.COM

**\*\*ALL SHIPMENTS MUST BE SENT PRE-PAID.**

**DOCUMENTATION REQUIRMENTS:**

To allow us to ship your goods on time it is essential to provide us with clear and complete documents. Required documents include:

- 1) Commercial invoice / Packing list
- 2) MAWB, HAWB and ocean equivalent
- 3) ATF, ITAR license (copies by Sept 25)
- 4) Customs Power of Attorney (for and by AMR and its partners)
- 5) Delivery order (shipments not handled by AMR Group)

We are here to assist you with these documents so please give a call to start the process and get a shipping quote as early as possible.

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### **MILITARY AND FIREARM IMPORT LICENSE:**

The U.S. Dept. of State and/or Alcohol Tobacco and Firearms (ATF) are responsible for the temporary import of firearms, military commodities, defense articles, and other sensitive items which require license prior to importation into the USA. This includes exhibiting such goods at trade shows and exhibitions. The following information is critical to help you determine if you need to apply for special licenses. **This application process is solely the responsibility of the shipper.** AMR Group can provide information and guidance to you but cannot obtain any permit or license for you.

- 1) See the following for U.S. Dept of State: [https://www.pmdtfc.state.gov/ddtc\\_public](https://www.pmdtfc.state.gov/ddtc_public)
- 2) Hunting, Sporting, and other Firearms etc. may require an import permit from The, Alcohol, Tobacco and Firearms (ATF) Agency. <https://www.atf.gov/>. You may also email [imports@atf.gov](mailto:imports@atf.gov) for guidance.

### **TERMS OF PAYMENT:**

AMR Group and Landstar require a quote be provided to you before your shipment moves. All fees for our services are due for immediate payment unless your company has established credit with AMR or Landstar. Payments are to be made by check, ACH or wire transfer to our bank account and must be received by us **PRIOR TO PROVIDING SERVICES.**

### **WIRE TRANSFER INSTRUCTIONS:**

Beneficiary Bank Name: Bank of America  
Bank Address: 1401 Elm Street, Dallas, TX 75283  
Bank ABA Routing Number: 026009593  
Bank SWIFT Code: BOFAUS3N  
Bank Account Name: Landstar Ranger, Inc.  
Account Number: 2171068454

**\*\*Please reference our agency name (AMR Group Inc – QLW) and our invoice number if provided in advance.**

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**DOCUMENTATION LINKS AND DOWNLOADS:**

- 1) Commercial Invoice / Packing list - <https://amrgroupinc.sharepoint.com/:x:/g/Ea4zGhBUu3BMs17Z-8zPfVYBxD7DaDycvbp1LrLbEfoJMA?e=fbw0uc>
- 2) Customs Power of Attorney - [https://amrgroupinc.sharepoint.com/:b:/g/Ea-Cpb5\\_5TZDopFmr3MfwplB0nTTv2Uvkm6xLIspGP7sQA?e=RhFkMc](https://amrgroupinc.sharepoint.com/:b:/g/Ea-Cpb5_5TZDopFmr3MfwplB0nTTv2Uvkm6xLIspGP7sQA?e=RhFkMc)
- 3) POA instructions - [https://amrgroupinc.sharepoint.com/:b:/g/EaWF63EQ\\_9VPp53V57m-18MBZk6T-152hEzuOUZ8fB8RWA?e=s6caGf](https://amrgroupinc.sharepoint.com/:b:/g/EaWF63EQ_9VPp53V57m-18MBZk6T-152hEzuOUZ8fB8RWA?e=s6caGf)
- 4) International Exhibit Transport - [https://amrgroupinc.sharepoint.com/:b:/g/EV-VlapZrktCtwUhKKY8iL0Bou2FoSM-xBPzAMpk7V\\_cjw?e=XK544P](https://amrgroupinc.sharepoint.com/:b:/g/EV-VlapZrktCtwUhKKY8iL0Bou2FoSM-xBPzAMpk7V_cjw?e=XK544P)
- 5) ATF temporary import of Firearms (6NIA) <https://amrgroupinc.sharepoint.com/:b:/g/EbWKxjFd37tGIQzR6QAGplUBfWVfkwnaRorHqZU0EQMleQ?e=cNyKli>