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|  | <b>Southbound</b>                           | <i>NUMBER:</i> 0011          |
|   | <b>Standard Operating Practices</b>         | <i>VERSION:</i> 02-17        |
| <i>TITLE:</i>   | <b>SPECIALIZED GROUND SERVICE TO MEXICO</b> | <i>DATE:</i> <b>10-10-18</b> |

- Cut-off times: Paperwork & Booking 3p.m., cargo 5p.m., day of departure
- Phone: Phone 661 298 5200, 800 301 2080 Fax 661 251 2698 (Commodity must be identified at time of booking)
- Email: [LAX-booking@Mxpresstrans.com](mailto:LAX-booking@Mxpresstrans.com), [DFW-booking@mxpresstrans.com](mailto:DFW-booking@mxpresstrans.com) & [IAH-booking@mxpresstrans.com](mailto:IAH-booking@mxpresstrans.com)
- Please notify Mexpress if you are dropping freight or need local pickup. Cargo not received/booked as above will move on the next schedule.
- Paperwork requirements:
- Forwarders HAWB, commercial invoice, with complete description of goods, cert of origin or shown on invoice, if International a T&E, type 62, domestic AES if over \$2500 value. For T.E.'s use port codes Laredo 2304 or Nogales 2604/
- Paperwork to include the following: shipper, consignee, pieces, weight, commodity, dims, booking #, contact info at destination airport.
- Mexpress can file AES for \$25.00 with POA from shipper
- Intl Cargo moves on a T&E (7512) 62, with Mexico final destination.
- Original paperwork given to your office/agent or designated Mexican broker upon arrival at destination airport.
- All wooden crates or pallets must be heat treated and stamped with IPPC logo
- Permits from the importer on Medical Equipment/ human consumption items need to be on file with Mexpress before freight crosses.
- Mexpress can deliver beyond the airport for additional fee, must have Destination City, pcs weight dims, service required to quote.
- There is no cargo insurance in Mexico unless additionally requested at time of booking
- Mexpress does not handle hazmat shipments

Drop Stations

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|--|---|
| <b>LAX</b><br>Mexpress c/o Custom Air Trucking<br>23803 Wilmington Ave<br>Carson, CA 90745 | <b>DFW</b><br>Mexpress c/o IAS Logistics<br>3701 S. 20 <sup>th</sup> Ave,<br>Suite 500<br>DFW Airport, TX 75261 |
| <b>IAH</b><br>Mexpress c/o IAS Logistics<br>18705 Lee Rd, Suite 600, Humble, TX 77338      |   |