

Celestica Hong Kong Routing Guide

Site Name and Address
Celestica Hong Kong LTD
5/F Goldlion Holdings Centre
13-15 Yuen Shun Circuit
Siu Lek Yuen Shatin NT H.K.

Site Logistics Contacts	Phone	Email
TC Fung	852 27729772	tcfung@celestica.com
CW Cheung	852 27729785	cwcheung@celestica.com

Below is the standard freight routings. Please coordinate all expedites, express freight and ocean shipments with Celestica logistics contacts.

All shipments including Chicago/Los Angeles consolidation point shipments must include a commercial invoice. Please see international documentation requirements below.

See Chicago/Los Angeles consolidation point listed below for all USA origin shipments.

AIR shipment weights are based on chargeable weights (max of dimm weight and actual weight) when determining mode of transportation. See Page 3 for weight definitions and calculations

Inbound Standard Routing										
	Small Pack		Heavyweight Air		LTL Truck		FULL Truck	Ocean LCL		Ocean Container
	Weight	Carrier	Weight	Carrier	Weight	Carrier	Carrier	Weight	Carrier	Carrier
USA See below USA origin consolidation point for ship to address. See below invoice requirements for commercial invoice consignee address.	<150lbs	FedEx Ground (Chicago or Los Angeles) See below for Origin States Bill 3rd Party			150lbs +	Conway (Chicago or Los Angeles) See below for Origin States Bill 3rd party to Celestica San Jose, 5325 Hellyer Ave., San Jose, CA 95138		1000 kg +	Panalpina	
North America	< 20 kg	FedEx Int'l Priority	20 kg +	Panalpina SL3				1000 kg +	Panalpina	
Asia	< 40 kg	FedEx / TNT / DHL	40 kg +	Agility Economy Air				1000 kg +	Agility	Agility
Europe	< 20 kg	DHL / TNT	20 kg+	Panalpina SL3				1000 kg +	Panalpina	Panalpina

Carrier Information				
Carrier	Phone	Contact Name	Email Address / Web Site	Account Number
Panalpina	86 755 2518 0511 Ext. 1145		sindy.yang@panalpina.com	
Agility	852 2211 8888	Customer Service (HK)	http://www.agilitylogistics.com/EN/GIL/Pages/Agility_ServiceRollup.aspx?p=Freight	
FedEx	800-988-1888	Customer Service	http://www.fedex.com/?location=home	Contact Buyer or see PO
FedEx	852 2730 3333	Customer Service (HK)	http://www.fedex.com/?location=home	Contact Buyer or see PO
FedEx (USA to Chicago)	852 2730 3333	Customer Service (HK)	http://www.fedex.com/us/services/package shipment/preparing/ground.html	Contact Buyer or see PO
FedEx (USA to Los Angeles)	852 2730 3333	Customer Service (HK)	http://www.fedex.com/us/services/package shipment/preparing/ground.html	Contact Buyer or see PO
TNT		Customer Service	http://www.tnt.com/	Contact Buyer or see PO
DHL	852 2400 3388	Customer Service (HK)	http://www.dhl.com/splash.html	Contact Buyer or see PO
Conway (USA to Chicago)	Phone:(847) 390-6710 Fax: (847) 824-3829		https://www.con-way.com/webapp/servicecenter_app/ServiceCenterInfo/ServiceCenterStart.jsp?dest=fastmap2000&logotoggle=S&SICInfo=Y&TTMapInfo=N	Bill 3rd party to Celestica San Jose, 5325 Hellyer Ave., San Jose, CA 95138
Conway (USA to Los Angeles)	Phone: (310) 605-0208 Fax: (310) 631-0843		https://www.con-way.com/webapp/servicecenter_app/ServiceCenterInfo/ServiceCenterStart.jsp?dest=fastmap2000&logotoggle=S&SICInfo=Y&TTMapInfo=N	Bill 3rd party to Celestica San Jose, 5325 Hellyer Ave., San Jose, CA 95138

USA Origin Consolidation Point					
For USA suppliers only. Please list the full hub address below on the bill of lading. Match the ship from state to the list below to choose the correct hub location. (Do not list this address on the commercial invoice)					
Consignee	Address	Contact Name	Tel	Fax	Email Address
Celestica c/o Panalpina, Inc. Attn: Celestica Honk Kong LTD	800 Devon Avenue, Elk Grove Village, IL 60007 USA	Celestica Support Desk	847-545-1500	847-545-5568	celesticaexp.CHl@panalpina.com
Celestica c/o Panalpina, Inc. Attn: Celestica Honk Kong LTD	19900 S. Vermont Avenue, Suite A Torrance, California (CA) 90502	Celestica Support Desk	310-819-4060	310-819-4028	celesticaexp.LAX@panalpina.com
Consolidation Hub Location	USA Origin Shipping States				
Chicago Hub (Elk Grove)	AL, AR, CT, DE, DC, FL, GA, IA, IL, IN, KS, KY, LA, MA, MD, ME, MI, MN, MO, MS, NC, ND, NE, NH, NJ, NY, OH, OK, PA, RI, SC, SD, TN, TX, VA, VT, WI, WV				
Los Angeles Hub (Torrance)	AZ, CA, CO, ID, MT, NM, NV, OR, UT, WA, WY				

International Documentation Requirements

To: All Vendors. (Please forward this instructions to the traffic/shipping departments)

Please ensure the proper shipping documents, with complete and correct information, are sent with each shipment.

Warehouse address: **CELESTICA HONG KONG LTD**
5/F GOLDLION HOLDINGS CENTRE
13-15 YUEN SHUN CIRCUIT
SIU LEK YUEN SHATIN NT H.K.
TEL. 852-2727 5461 FAX: 852-2714 4849

These documents are required to complete the import process and must accompany all shipments:

1 Proforma Invoice 2 Packing list 3 Air Way Bill

The Pro forma Invoice should include:

- 1-Supplier Name, Address, Contact and Telephone Number
- 2-Consignee Name :
 All Commercial invoices must list the following address. **Please do not list a consolidation point address on the commercial invoice.**

CELESTICA HONG KONG LTD
5/F GOLDLION HOLDINGS CENTRE
13-15 YUEN SHUN CIRCUIT
SIU LEK YUEN SHATIN NT H.K.
TEL. 852-2727 5461 FAX: 852-2714 4849
- 3-Date of shipment
- 4-Invoice Number
- 5-Celestica Purchase Order and PO Line number
- 6-Name of Celestica Buyer
- 7-Celestica Part Number
- 8-Complete, Clear Description of Goods- Do not use abbreviations or codes -
- 9-Quantity of each shipment shipped
- 10-Number of cartons or skids ,weight and dimensions.
- 11-Unit price
- 12-Total invoice price
- 13-Currency of settlement (US dollars)
- 14- Incoterms
- 15- Forwarder & Tracking #

US origin vendors/shipper (those shipping to the consols), a Shippers Export Declaration (SED) or an Automated Export System Record (AES) is required

<http://www.access.gpo.gov/bis/ear/pdf/758.pdf>

<http://www.census.gov/foreign-trade/regulations/regs/regulations20080602-federalregister.pdf>

Please forward these documents prior to arrival of shipment to Panalpina dock. Send to the email above and attach a copy on the outside of the shipping carton.

- 1-Commercial Invoice (please refer to the above international documentation requirements).
- 2-SLI http://www.panalpina.com/www/usa/en/documents_downloads.html
- 3-Packing List
- 4-Certificate of Origin

- Celestica Hong Kong Ltd. **WILL NOT** accept additional charges incurred in shipping by alternate unapproved carriers without prior authorization from Hong Kong warehouse Dept. All additional costs will be Charged Back to vendor.
- Failure to comply with this instructions will cause delays in the importation process.

Weight Definitions and Calculations

Actual Weight:

- The weight of a package using a standard scale rounded to the next full pound / KG. (Example: a 12 1/2 pound carton will have an "actual weight" of 13 pounds).

Dimensional (Volumetric) Weight:

- A calculation used to reflect a package's density. The International Air Transport Association (IATA) volumetric standards is used to determine the dimensional weight.
 - A calculation used to determine the three-dimensional space the carton occupies: length x width x height measured in cubic inches or cubic centimetres.

Chargeable Weight:

- The chargeable weight of the shipment will be the higher of the volumetric weight or the gross weight.

How to Calculate Volumetric Weight (International air shipments)

International Shipments Calculation

Imperial (IN / LBS)

$$\text{DIMENSIONAL WEIGHT} = \frac{\text{Length} \times \text{Width} \times \text{Height} = \text{Cubic Inches}}{166 \text{ (International)}}$$

Metric (CM / KG)

$$\text{DIMENSIONAL WEIGHT} = \frac{\text{Length} \times \text{Width} \times \text{Height} = \text{Cubic Centimetres}}{6000 \text{ (International)}}$$

Identifying what your chargeable weight will be:

Example - Imperial Calculation

Actual Pallet Weight = 250lbs
 Pallet Dimensions = 48 x 40 x 50in
 Pallet Volumetric weight = (48 x 40 x 50) / 166 = 578.31lbs
 Chargeable Weight of shipment = 578.5lbs

Example - Metric Calculation

Actual Pallet Weight = 150kg
 Pallet Dimensions = 122cm x 102cm x 120cm
 Pallet Volumetric weight = (122x102x120) / 6000 = 248.88kg
 Chargeable Weight of shipment = 249kg

How to Calculate Volumetric Weight (USA Domestic air shipments)

Imperial (IN / LBS)

$$\text{DIMENSIONAL WEIGHT} = \frac{\text{Length} \times \text{Width} \times \text{Height} = \text{Cubic Inches}}{194 \text{ (USA Domestic)}}$$

Example - Imperial Calculation

Actual Pallet Weight = 250lbs
 Pallet Dimensions = 48 x 40 x 50in
 Pallet Volumetric weight = (48 x 40 x 50) / 194 = 494.84lbs
 Chargeable Weight of shipment = 495lbs

How to Calculate Volumetric Weight (International air shipments)

Metric (CM / KG)

$$\text{DIMENSIONAL WEIGHT} = \frac{\text{Length} \times \text{Width} \times \text{Height} = \text{Cubic cm}}{6000 \text{ (International)}}$$

Example - Metric Calculation

Actual Pallet Weight = 600kg
 Pallet Dimensions = 122 x 102 x 100cm
 Pallet Volumetric weight = (122 x 102 x 100) / 6000 = 207.4kg
 Chargeable Weight of shipment = 600kg

Length or Girth - (For FedEx International and USA domestic Air and Ground)

Your Chargeable Weight will be based on the greater between the actual package weight and the Length and Girth of the package.

Length - is the largest dimension of the carton or object being shipped. For example, if the package is very tall (height is greater than the base) use the height as the length.

Girth - is the sum of 2 times the width plus 2 times the height or the measurement around the largest area of the cylinder (see illustration).

