

## Celestica Suzhou Routing Guide

Site Name and Address
Celestica Suzhou
No. 448 Su Hong Middle Road
Suzhou Industrial Park, Suzhou
Jiangsu Province, China 215021

Site logistics contacts	Title	Phone	Email
Andy Soh	Senior Logistics Manager	86-512-62588111-3570	<a href="mailto:ehsoh@celestica.com">ehsoh@celestica.com</a>
Rebecca Fang	Traffic&Trade Manager	86-512-62588111-3510	<a href="mailto:rfang@celestica.com">rfang@celestica.com</a>
Sherry Ge	Inbound Team Leader	86-512-62588111-3843	<a href="mailto:geliho@celestica.com">geliho@celestica.com</a>
Xu La Mei	Outbound Team Leader	86-512-62588111-3569	<a href="mailto:lmxu@celestica.com">lmxu@celestica.com</a>

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

For the areas with no consolidation point, it's the suppliers responsibility to consolidate shipments by 2-3 times a week to reduce Celestica custom declaration charge.

Failure to comply with these instruction may cause extra cost and will be charged back to the supplier.

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 dim weight and actual weight) when determining mode of transportation. See Page 3 for weight definitions and calculation examples

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 Commercial 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	< 50 kg	DHL	50 kg +	Panalpina SL3				1000 kg +	Panalpina	
USA - from Arden Hills for CIE project only	< 1000kg	DHL Global Forwarding - (DGF)								
Europe	< 20 kg	TNT	20 kg +	Panalpina SL3				1000 kg +	Panalpina	
Asia	< 20 kg	DHL	20 kg +	Agility Economy Air				500 kg +	Kuehne & Nagel, Agility	
<b>Exception</b>										
Singapore	< 45 kg	TNT	45kg +	Agility (Consolidation)				500 kg +	Kuehne & Nagel, Agility	
Taiwan	< 20 kg	TNT	20 kg +	Agility (Consolidation)				500 kg +	Kuehne & Nagel, Agility	
Hong Kong (Except for Integrated Circuits)	< 20 kg	Agility (Consolidation)	20 kg +	Agility (Consolidation)				500 kg +	Kuehne & Nagel, Agility	
Philippines	< 20 kg	Agility (Consolidation)	20 kg +	Agility (Consolidation)				500 kg +	Kuehne & Nagel, Agility	
From Asia origin for ELM project only	< 500kg	CEVA						500 kg +	CEVA	

Carrier Information				
Carrier	Phone	Contact Name	Web Site	Account Number
Kuehne & Nagel	86 21 3310 4688 x 316		<a href="http://www.kn-portal.com/locations/asia_pacific/">http://www.kn-portal.com/locations/asia_pacific/</a>	
Nippon	617-634-0100	John kalland	<a href="http://www.nipponexpressusa.com/home.php">http://www.nipponexpressusa.com/home.php</a>	
FedEx (to Los Angeles)	1-800-463-3339		<a href="http://www.fedex.com/us/services/package shipment/preparing/ground.html">http://www.fedex.com/us/services/package shipment/preparing/ground.html</a>	Contact Buyer or see PO
FedEx (to Chicago)	1-800-463-3339		<a href="http://www.fedex.com/us/services/package shipment/preparing/ground.html">http://www.fedex.com/us/services/package shipment/preparing/ground.html</a>	Contact Buyer or see PO
FedEx	1-800-463-3339		<a href="http://www.fedex.com">http://www.fedex.com</a>	Contact Buyer or see PO
Conway (USA to Chicago)	Phone:(847) 390-6710 Fax: (847) 824-3829		<a href="https://www.con-way.com/webapp/servicecenter_app/ServiceCenterInfo/ServiceCenterStart.jsp?dest=fastmap2000&amp;logotoggle=S&amp;SICInfo=Y&amp;TTMapInfo=N">https://www.con-way.com/webapp/servicecenter_app/ServiceCenterInfo/ServiceCenterStart.jsp?dest=fastmap2000&amp;logotoggle=S&amp;SICInfo=Y&amp;TTMapInfo=N</a>	Bill 3rd party to Celestica San Jose, 5325 Hellyer Ave., San Jose, CA 95138
Conway (USA Los Angeles)	Phone: (310) 605-0208 Fax: (310) 631-0843		<a href="https://www.con-way.com/webapp/servicecenter_app/ServiceCenterInfo/ServiceCenterStart.jsp?dest=fastmap2000&amp;logotoggle=S&amp;SICInfo=Y&amp;TTMapInfo=N">https://www.con-way.com/webapp/servicecenter_app/ServiceCenterInfo/ServiceCenterStart.jsp?dest=fastmap2000&amp;logotoggle=S&amp;SICInfo=Y&amp;TTMapInfo=N</a>	Bill 3rd party to Celestica San Jose, 5325 Hellyer Ave., San Jose, CA 95138
DHL			<a href="http://www.dhl.com/splash.html">http://www.dhl.com/splash.html</a>	Contact Buyer or see PO
Panalpina	See web site for local contacts	See web site for local contacts	<a href="http://www.panalpina.com">http://www.panalpina.com</a>	
TNT	Customer Service		<a href="http://www.tnt.com/">http://www.tnt.com/</a>	Contact Buyer or see PO
DGF	1 651-406-4347	Raymond Smith	<a href="http://www.dhl-dgf.com">www.dhl-dgf.com</a>	Contact Buyer or see PO
CEVA	Phone (86).512.62584008 ext.210 Mobile (86).139.1317.0101	Maria Wu	<a href="http://www.cevalogistics.com">www.cevalogistics.com</a>	Contact Buyer or see PO

## USA Consolidation Points

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)

Consolidation Hub Name	Address	Contact Name	Tel	Fax	Email Address
Celestica c/o Panalpina, Inc. Attn: Celestica Suzhou	800 Devon Avenue, Elk Grove Village, IL 60007 USA	Celestica Support Desk	847-545-1500	847-545-5568	<a href="mailto:celesticaexp.CHI@panalpina.com">celesticaexp.CHI@panalpina.com</a>
Celestica c/o Panalpina, Inc. Attn: Celestica Suzhou	19900 S. Vermont Avenue, Suite A, Torrance, California (CA) 90502	Celestica Support Desk	310-819-4060	310-819-4028	<a href="mailto:celesticaexp.LAX@panalpina.com">celesticaexp.LAX@panalpina.com</a>
Consolidation Hub Location	USA Origin Shipping States				
Chicago Hub (Elk Grove)	AL, AR, CT, DC, DE, 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				

## All other Consolidation Points

Point & Forwarder / Consignee	Address	Contact Name	Tel	Fax	Email Address
Hong Kong / Agility	19F Broadway Cetr, 93Kwai Fuk Road, Kwai Chung, New Territories, HK	Christina Leung	852/22118825	852/23653966	<a href="mailto:christinaleung@geologistics.com.hk">christinaleung@geologistics.com.hk</a>
Singapore / Agility	70 Alps Avenue, #01-07, Singapore 498801	Janet Koh	65/65422668	65/65424969	<a href="mailto:janet@geo-logistics.com.sg">janet@geo-logistics.com.sg</a>
Taiwan / Agility	11th Floor, No.192, Ruei Guang Road, Neihu District, Taipei 114, Taiwan, R.O.C.	Bonnie Lo	886-2-26590222 or 886-2-26596299 xt 2320	886-2-27886693	<a href="mailto:blo@qeo-logistics.com.tw">blo@qeo-logistics.com.tw</a>
Manila / Agility	Agility International Logistics Inc., Agility Centre Ninoy Aquino Avenue Paranaque City, Philippines 1701	Joven Lindaya	(632) 804-0068	(632) 852-9106	<a href="mailto:jlindaya@qeo-logistics.com.ph">jlindaya@qeo-logistics.com.ph</a>

## International Commercial Invoice Requirements

All Commercial invoices must contain the following information or shipments will be held in Customs or returned to the origin.

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 Suzhou  
No. 448 Su Hong Middle Road  
Suzhou Industrial Park, Suzhou  
Jiangsu Province, China 215021

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 #

16- Country of origin (for each line item)

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](http://www.panalpina.com/www/usa/en/documents_downloads.html)

3-Packing List

4-Certificate of Origin

## 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 =  $(48 \times 40 \times 50) / 166 = 578.31\text{lbs}$   
 Chargeable Weight of shipment = 578.5lbs

#### Example - Metric Calculation

Actual Pallet Weight = 150kg  
 Pallet Dimensions = 122cm x 102cm x 120cm  
 Pallet Volumetric weight =  $(122 \times 102 \times 120) / 6000 = 248.88\text{kg}$   
 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 =  $(48 \times 40 \times 50) / 194 = 494.84\text{lbs}$   
 Chargeable Weight of shipment = 495lbs

or

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 =  $(122 \times 102 \times 100) / 6000 = 207.4\text{kg}$   
 Chargeable Weight of shipment = 600kg

### Length or Girth - (For International & Domestic USA shipments with FedEx. 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).

