



10415-A Westpark Drive, Houston, Texas 77042

ASI: 63776 | PPAI: 238818 | SAGE: 67071  
(800) 275-6387 (phone) | (713) 266-3893 (fax)

SO#: \_\_\_\_\_  
Cust ID: \_\_\_\_\_  
PO#: \_\_\_\_\_  
Ship Date: \_\_\_\_\_

## International Shipment Addendum

Waiver of Responsibility: Hotel & Convention Center Destinations

*Hotels or convention centers as international shipping destinations are not recommended. Please read the potential hazards of shipping internationally to these destinations. Your signature at the bottom acknowledges that you have read the following and that your company does not hold KTI Promo liable for any delays or charges that may occur due to shipping internationally to a hotel or convention center destination.*

Charges for shipments with hotels or convention center destinations must be either pre-paid or paid by a 3rd party account number. Some nations do not accept 3rd party billing. In the case that the destination nation does not accept 3rd party billing, the receiver or hotel guest must be prepared to handle the duties, customs, taxes, and brokerage charges.

KTI Promo does not have control of the ability to deliver the shipment. Shipments are accepted or rejected at the destination's discretion.

High value shipments (value based on destination) are more likely to be delayed when clearing customs. This may cause shipment to miss the delivery date.

If Customs in the destination country requires additional information, Customs will attempt to contact the receiver or hotel guest. If the receiver or hotel guest is not available or the information can not be obtained by Customs the shipment may be delayed or returned to the sender's country. The client is liable for any incurred charges due to delayed or returned shipments. KTI Promo is not liable for delays, returned shipments, or charges due to Customs' actions.

KTI Promo will attempt to, but not guarantee to, accommodate any changes to shipping methods or shipping dates due to changes in the event or guest's schedule or location.

### Undeliverable Shipments

*In the case that a shipment is deemed undeliverable, whether by rejection by destination, receiver or guest absence, withheld in customs, or some other unforeseen circumstances, the following will occur.*

#### Shipment is returned to origin:

Domestic Origin: Client is liable for return freight and any additional incurred charges. The shipment will be shipped to destination of customer's choice. This will incur the initial shipping costs, the return costs, & the secondary shipping costs.

International Origin: The shipment will be shipped to customer or directly to KTI Promo to be then shipped to destination of customer's choice. This will incur the initial shipping costs, the return costs, & the secondary shipping costs.

#### Shipment is not returned to origin:

KTI Promo will take all necessary procedures to receive the shipments back. However, if they are not returned, KTI Promo is not liable. Client is liable for the undeliverable goods and any charges associated.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

SALES REP: \_\_\_\_\_

SALES ASST: \_\_\_\_\_