

Shipping product to Robinson Fresh that originates outside of the U.S. - Grower/Supplier must review and complete the requirements set forth herein prior to each export shipment to the U.S.

The requirements for import into the U.S. are briefly described in the Import Shipment Checklist below.

Import Shipment Checklist

Shipping Documents

- All documents in must be in English
- Commercial Invoice:
 - Contains all required information, including a detailed description of product being shipped
 - The invoice shall indicate the product is Organic, where appropriate
 - The value identified in Section 4 herein shall be correctly stated for type of shipment and shown in U.S. Dollars
 - The Food and Drug Administration (“FDA”) Registration Number, or, if applicable, the FDA Registration Exemption, shall be shown on the invoice
 - All returnable/reusable containers used to package product must be listed separately on the invoice
- Packing List: The packing list must clearly and accurately identify the weights and other marks and numbers of each package shipped
- A Phytosanitary Certificate shall be provided for plant-based product when required
- A Plant Protection and Quarantine (“PPQ”) Form 203 certificate shall be provided if the product is precleared by the United States Department of Agriculture (“USDA”)

U.S. Packaging Requirements

- All product packaging shall be accurate, complete, and in English
- All product labels must identify Grower/Supplier’s name and address
- All product labels must identify the product name and the accurate net weight of each product package
- All product labels must identify the full name of any post-harvest chemicals used on the product

NON-U.S. SUPPLIER INSTRUCTIONS

- All products that require refrigeration, the product labels must identify the preferred temperature in both Celsius and Fahrenheit scales, and be clearly marked, as appropriate, either “REFRIGERATED” or “FROZEN” clearly marked on the product package
- Each Organic product labels must be complete and accurate and must clearly identify
 - The name and address of the Certifying Agent; and
 - Contain the USDA organic seal
- The Country of Origin of the product must be clearly identified in English
- All returnable/reusable containers used to package product must be marked with their own country of origin

Wood Packaging/Pallets

- All wood packaging material used to package product must be stamped with the required ISPM 15 mark

Free Trade Agreement

- If the product is subject to a Free Trade Agreement (“FTA”): Has an FTA certificate, where appropriate, been provided to Robinson Fresh or included in shipping documents?

Non-U.S. Supplier Instructions

1. Introduction

As the U.S. importer of fresh produce, Robinson Fresh is committed to full compliance with the regulations of U.S. Customs and Border Protection (“CBP”), USDA, FDA and others. Robinson Fresh depends on your support to provide complete and accurate shipping documents to avoid any import delays, additional costs or loss of product.

2. **Shipping Documentation**

- Non-U.S. Grower/Suppliers are required to provide the following documents with each shipment.

Commercial Invoice

The commercial invoice identifies the products being shipped and is the primary document used by U.S. Customs for import clearance. This document should be in English and, at a minimum, should include:

- Invoice number, date, and shipment reference.
- Seller, Buyer and Consignee’s name and address and Terms of Sale.
- Detailed Description of product, including if certified organic, and Country of origin.
- Returnable/reusable containers should be listed as a separate line.
- Quantities (number of packages, Weights (Net and Gross))
- Value (unit value and total value (purchase price or estimated value) in U.S. dollars).
- Itemized additional charges, including freight and insurance, by name and amount.
- FDA Registration Number or registration exemption statement: “FME - Shipped directly from Farm and exempt from FDA Registration”.
- Shipper's signature and date.

Packing List

The packing list is an inventory of the shipment. This document should be in English and, at a minimum, include:

- Reference to the associated commercial invoice - the invoice number and date.
- Exporter, importer, consignee, and transport details.
- The type, number, contents, net and gross weight, and measurement of each package.

Phytosanitary Certificate, as appropriate

The USDA may require a phytosanitary certificate, issued by the National Plant Protection Organization (“NPPO”) of the country of origin.

Certificate of Inspection and/or Treatment (PPQ Form 203), as appropriate

NON-U.S. SUPPLIER INSTRUCTIONS

The USDA allows for pre-clearance in some countries. If pre-cleared, a Foreign Site Certificate of Inspection and/or Treatment (PPQ Form 203) signed by the APHIS inspector should be provided.

3. Importer Security Filing (“ISF”) – Ocean Shipments Only

For ocean imports, certain information on the intended shipment must be submitted to and accepted by U.S. Customs before cargo is loaded on the vessel. Failure to do so may result in the cargo not being loaded and possible penalties.

- Non-U.S. Grower/Suppliers shipping by ocean must provide all ISF data to Robinson Fresh’s appointed customs broker/freight forwarder, on the prescribed forms, at least 2 days (48 hours) prior to cargo loading.

4. Value

The value of the imported produce must be declared on the commercial invoice as accurately as can be determined. Undervaluing, or overvaluing, a shipment can lead to unnecessary complications in the import process.

- Non-U.S. Grower/Suppliers must state the value of the produce on the commercial invoice as accurately as can be determined at the time of shipment, based on the following scenarios:
 - a. Negotiated Purchase Price**
If a purchase price has been negotiated and agreed on, this is the value to be stated.
 - b. Provisional Price**
If the agreed price is “provisional” and subject to change after importation, this provisional value should be stated.
 - c. Consignment or Account of Sale**
When produce is sold on Consignment or Account of Sale, the value stated should be an estimate of the grower’s anticipated returns.
 - d. Value Unknown**
If shipper/grower is unable to determine the value at the time of shipment, the appropriate Robinson Fresh Commodity Manager should be contacted.

5. Package/Container Labeling

These guidelines should be followed to ensure produce packages are properly labeled:

- All labeling must be in English (or French for shipments transiting to Canada).
- Label must show the complete name and address of the grower/shipper.
- Label must show the product name and net weight of each package.
- The country of origin of the produce must be marked on each package, with the words “Product of”, “Produce of”, “Grown in” or “Country of Origin”, followed by the English name of the country of origin.
- Label must identify the full name of any post-harvest chemicals, such as pesticides.
- The preferred temperature must be shown in both Celsius and Fahrenheit scales and the appropriate word ‘REFRIGERATED’ or ‘FROZEN’ clearly marked on the package.

NON-U.S. SUPPLIER INSTRUCTIONS

- For certified organic produce, package labeling must include information for tracing the product back to the farm/field where it was grown, and display the name and address of the certifying agent.

6. Organic Products

The requirements for shipping organics to the U.S. are as follows:

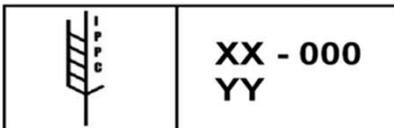
- The product must be is certified organic by an accredited certifying agent.
- A certificate should be obtained for submission to USDA, when requested.
- When a product is harvested from multiple fields, lot numbers must be assigned to the crops harvested from different fields.
- The lot number must be shown on the package/container labeling.

7. Returnable/Reusable Packaging (“RPC”)

When returnable/reusable containers such as plastic totes/RPCs are used for packing, they should be listed as a separate line on the commercial invoice to avoid the payment of duties on these containers.

8. Wooden Pallets / Wood Packing

All wooden pallets and other solid wood packing used for shipping produce must have a stamp, as in the example below, to show that they have been treated.



9. Free Trade Agreements

Free Trade Agreement certificates from the Grower/Suppliers are required to take advantage of duty-free import, when the produce qualifies. These certificates can be prepared by the shipper and sent with the shipment documents. In most cases, Robinson Fresh will prepare a blanket certificate for each calendar year and forward to the grower for validation.

[END OF NON-U.S. SUPPLIER INSTRUCTIONS]