



# VYAIRE AMERICAS INBOUND ROUTING GUIDE

Effective Feb 10, 2020

The purpose of this routing guide is to provide Vyaire suppliers and customers with the correct packaging, documentation, carrier selection, and related procedures for all shipments to or on behalf of Vyaire locations in the United States & Mexico.

Compliance with the instructions in this guide will assist Vyaire's efforts to quickly and accurately process receipts and control warehousing and transportation costs. **Failure to comply** with the instructions in this guide will result in combination of any of the following:

- Refusal of the shipment.
- Refusal to pay the carrier's invoice in instances that will legally revert the responsibility for the transportation charges back to the shipper.
- Charge-back to the vendor for excess transportation charges, labor costs, packaging costs and administrative costs resulting from non-compliance with the instructions in this guide.

Any waiver from the instructions in this Guide must be in writing (email is acceptable) and approved by Vyaire's Corporation Transportation Department. No Vyaire employee has the authority to grant a verbal waiver. Any waivers existing prior to the effective date of this guide is void and re-application will be necessary. To request a waiver of any provision in this guide, contact the Vyaire Buyer or Purchasing Agent responsible for the account.

Any changes to shipping method specified on the purchase order must be in writing. No verbal changes will be honored. Changes may be authorized by the Buyer, Purchasing Agent that placed the order or Vyaire's Corporate Transportation Dept.

This guide may be updated periodically. It is the supplier's responsibility to always follow the most current guide.

## **Product / Shipment Packaging & Labeling**

**Packaging**-All shipments to or on behalf of Vyaire **MUST** be packaged in a manner adequate to ensure the safety of contents. At minimum, all packaging **MUST** comply with NMFC guidelines or IATA standards - whichever is appropriate for the mode of transportation used. Additionally, suppliers should take care to reduce the dimensional (volumetric) weight of air shipments by use of appropriately sized cartons and proper palletizing techniques.

**Shipping Labels** - Each carton or pallet label **MUST** include the consignment address. Additionally, the following information **MUST** be included on the shipping label.

- Vyaire purchase order number - If a carton or pallet contains multiple Vyaire purchase orders, then group by PO.

- Quantity on each carton
- Country of origin - Country of Origin shown on the shipping label must match on each carton
- Country of origin shown on the part, on the product label and on the commercial invoice.
- Package count - (Examples: 1 of 5 or 1/5).

**Inner/Intermediate Packaging Labels** - Each inner/intermediate package **MUST** be labeled with the following information.

- Vyaire purchase order number
- Quantity
- Country of origin

## General Shipping Policies & Guidelines

**Shipment Terms** – Vyaire’s normal terms are Freight Collect. ‘Prepaid and add’ to invoice is **NOT** permitted. Any charges added to an invoice will not be paid. Suppliers will not be reimbursed for transportation costs incurred that are the result of failure to follow the instructions in this guide. **Approval is required** by Vyaire Transportation Department (See contacts page in this guide) for some shipments based on weight or number of pallets. These restrictions are clearly outlined on the shipping instructions within this guide.

### **EXPEDITED & Time Definite Shipping Methods:**

**“FEDEX FIRST OVERNIGHT” and “UPS EARLY AM” SERVICE ARE NOT AUTHORIZED**

**Purchase Order Discrepancies**-If the purchase order requests a carrier that is not included in the guide and/or does not include an account number or billing address please contact the Vyaire employee that placed the order or your account contact person for clarification.

**Palletizing** –Suppliers are expected to use packaging appropriate to protect the shipment in the mode of transportation being used. Further, suppliers are expected to package and palletize in a manner to reduce dimensional (volumetric) weight and to tender shipments in a consolidated manner to reduce transportation and customs related charges.

# Shipment Documentation

**Packing Lists** - A packing list must accompany each shipment. The packing list must be affixed to the outside of a carton or pallet in an obvious manner or enclosed inside one of the cartons comprising the shipment. If enclosed inside a carton, the carton must be clearly marked so that receiving staff can easily locate the packing list. The packing list must include the following information:

- Vyaire purchase order number and purchase order line number of each item
- Vyaire part number
- Manufacturer's part number of each item
- Quantity shipped
- Carrier
- Carrier's tracking number
- Country of Origin

**Small Package Shipping Systems** – Vyaire's purchase order number **MUST** be entered as the "Reference" for shipments made using carrier's shipping systems (UPS Online, FedEx Power-ship, etc.), If a carton contains products for multiple POs, use one of the POs numbers included as the reference number.

**Bills of Lading & Air Bills** – Vyaire's purchase order (PO) number or return authorization (RMA) number **MUST** appear in the carrier's "Reference" of all bills of lading or air bills. If the shipment contains products for multiple POs, use one of the PO numbers included as the reference number. Additionally, the Name of the Supplier (the company Vyaire is buying from) **MUST** be in the 'Sender's Name' field on the air bill or bill of lading.

The number of cartons **MUST** be entered as the "pieces" on the bill of lading or air bill. If the shipper fails to provide the carton count on the bill at time of shipment, shipper will assume the liability for any carton shortages not identified at time of delivery by the carrier.

**Consolidation of Shipments** - All orders shipping the same day to the same physical address at the same service level must be consolidated into a single shipment on single waybill and **MUST** include a manifest detailing the contents of the shipment.

- Orders set up destined to ship same day to the same physical location must be consolidated into a single shipment on single Waybill. The manifest must include Vyaire purchase order number, number of cartons and weight of each order included in the shipment.

**Drop & Direct Shipments** – Any shipment on behalf of Vyaire to non-Vyaire destination must be packaged and documented in the same manner as outlined in previous sections of this guide.

- If an account number or bill-to address and shipping method (carrier and service level) has been provided on the purchase order, follow those instructions.
- If the carrier and service level specified on the PO is listed as an option in this guide,

bill to the account number or address listed for that carrier in the matrix.

- Vyaire's purchase order number MUST appear in the carrier's "Shipper's Reference Field" of all bills for all shipments. If the shipment contains products for multiple POs, you can use just one of the PO numbers included as the reference number.

**Shipments of Samples and other items without POs or RMAs** – All shipments of this type require the name of Vyaire Employee/email address requesting the shipment to be entered in the Attention field of the address on the air bill, bill of lading or small parcel shipping system. Failure to provide this information can lead to our being unable to verifying that the shipment is for Vyaire and our refusing the freight charges.

**Imports/Exports** - General Terms: Assistance with customs documentation, NAFTA requirements or any clearance related issue may be obtained by contacting the Corporate Trade Compliance team.(GMB-US\_imports@vyaire.com)

- All requests for imports and expedites from non-domestic sources need to be requested and documented in writing.
- All shipments must contain a valid commercial invoice (5 copies).
- Proper product description, Country of Origin and the HTS code must be included on the commercial invoice
- Vyaire's PO number must be on the Commercial Invoice and the air bill
- Vyaire's general customs broker for all imports to U.S.A. is Expeditors
- The Notify Party (customs broker) must be identified on the waybill.
- For all international shipments, the packaging materials (including pallets) must comply with ISPM15 (Wood Packaging Materials Regulation)
- All international shipments to the United States must comply with the security criteria of the US Customs and Border Protection's Customs Trade Partnership Against Terrorism (C-TPAT) Program.

**Dangerous Goods** – It is the shipper's sole responsibility to package, identify and declare shipments containing Dangerous Goods in accordance with the appropriate local, national and internal regulations applicable to the mode of transportation being used.

Additionally, A Material Safety Data Sheet (MSDS) MUST accompany any item showing Vyaire part # that has been determined as Hazardous or Dangerous for any method of shipment by either the US Department of Transportation (US DOT) or by IATA.

# General Carrier Selection Guidelines

**Carriers** - The following pages of this guide contain instructions for determining the correct carrier to use for Vyaire's shipments based on the geographic origin and destination of the shipment as well as the service level required. If unsure of the instructions, contact Vyaire's Corporate Transportation Dept.

The routing guide is divided into 2 main areas:

- Domestic U.S. Origin
- International Origin

**Carrier Substitutions** - Carriers other than those listed in the following matrixes may not be used for any shipment to Vyaire without the prior written approval of Vyaire's Corporate Transportation Dept.

### International Suppliers Prepaid -

If ship via Fedex (all service), must ship under **Broker Select Option** (BSO) provide Fedex with Vyaire's broker information below; this will enable Fedex USA to transfer customs documentation to Vyaire's broker for clearance. Failure to comply will be charges back to shipper.

#### Expeditors, Chicago (ORD)

849 Thomas Drive  
Bensenville, IL 60106

[Emily.Clements@expeditors.com](mailto:Emily.Clements@expeditors.com) (630) 227-4790

[Nick.Polhorsky@expeditors.com](mailto:Nick.Polhorsky@expeditors.com) (630) 227-4790

[Claudia.Hernandez@expeditors.com](mailto:Claudia.Hernandez@expeditors.com) (630) 616-2543

**Do Not Declare Value for insurance purpose** on any shipment Airway bills, bills of lading or when preparing the shipment on shipment manifesting systems if the resulting **insurance fees or charges** will be charged to Vyaire by any carrier. **Any fees incurred by Vyaire as a result will be charged back to the supplier.**

**Do Not Insure** any shipments that will be charged to Vyaire. **Any fees incurred by Vyaire as a result will be charged back to the supplier**

## Carrier Selection

origin	destination	size	mode	carrier	Notes
US	US	under 150LBs	Parcel	UPS	Account list below No first overnight
US	US	over 150LBs	Ground	CHR	Contact list below
Mexico & Canada	US	Over 150lbs	Ground	CHR	Contact list below
Global	US	Under 150LBS	Worldwide Saver	UPS	<b>No Expedite service</b>

Global	US	over 150LBs	AIR	CEVA	Contact list below must have approval for air
Global	US	over 150LBs	Ocean	Expeditors	Contact list below

**Drop & Direct Shipments** – Any shipment on behalf of Vyair to non-Vyair destination must be packaged and documented in the same manner as outlined in previous sections of this guide.

- If an account number or bill-to address and shipping method (carrier and service level) has been provided on the purchase order, follow those instructions.
- Please choose the lowest cost option for the service requested by the buyer. Bill the transportation as a line on the invoice for the goods.
- Vyair’s purchase order number **MUST** appear in the carrier's "Shipper’s Reference Field" of all bills for all shipments. If the shipment contains products for multiple POs, you can use just one of the PO numbers included as the reference number.

**Details:**

**UPS Parcel:**

- UPS can be used when
  - Each single piece/box is 75 pounds or less, or
  - The total shipment is 150 pounds or less, or
  - The total number of cartons to be shipped is 20 or less
 For all other shipments, please use the other carriers detailed in this section based on site.
- Vendor should bill 3rd party using below account numbers depending on location.
- Express (expedited) services are authorized only when specifically requested by the buyer.

UPS Acct #	Name	Street Address	City	State	Zip code
07867F	Vyair c/o Owens & Minor	6201 Global Distribution Way Suite 103	Louisville	KY	40228
05E96R	Vyair Redlands c/oK&N	9425 Nevada St, Ste D	Redlands	CA	92374
6E92E3	Vyair Calexico	1749 Stergios Rd	Calexico	CA	92231

866R61	Vyaire Irvine	510 Technology Drive	Irvine	CA	92618
6EA625	Vyaire Palm Springs	1100 Bird Center Dr.	Palm Springs	CA	92262

**CH Robinson (LTL and TL): All Vyaire locations EXCEPT when instructed differently**

- CH Robinson is to be used rather than UPS when
  - A single piece/box is more than 75 pounds, or
  - The total shipment is more than 150 pounds, or
  - The order is more than 20 cartons
- Contact CH Robinson at
  - [vyaire@chrobinson.com](mailto:vyaire@chrobinson.com)
  - Fill out the form on the last page and include it in the email
- Vendor should Bill Collect using bill-to address of:
  - Vyaire Medical
  - c/o nVision Global Technology
  - 1900 Brannan Road
  - McDonough, GA 30253
- Freight Priority (expedited) services are authorized only when specifically requested by the buyer.

**International Origin: Air shipments must be approved by the buying team, standard service must be used (transit time is 6 to 8 days).**

**Expedited Air services will be charged back to the shipper, unless prior written approval is obtained**



# Air Shipments: Ceva

- origin contacts for booking
  - for origins not on the list **Jim Higgins (James.Higgins@Cevalogistics.com)**

Country	Station	Point of Contact	Name	Functional Role	Title	Phone#	Email
AU	SYD	First	Lisa Heaney	Operator	Air Export	+ 61 2 8304 5836	<a href="mailto:Lisa.heaney@cevalogistics.com">Lisa.heaney@cevalogistics.com</a>
AU	SYD	Second	Ben Van-Rooyen	Operator	Air Export	+ 61 2 8304 5818	<a href="mailto:Ben.van-rooyen@cevalogistics.com">Ben.van-rooyen@cevalogistics.com</a>
AU	SYD	Escalation	Maree Taifalos	Manager	Air Export	+61 2 8304 5792	<a href="mailto:Maree.taifalos@cevalogistics.com">Maree.taifalos@cevalogistics.com</a>
<b>DE</b>	<b>NUE</b>	<b>First</b>	<b>Export - Team DL</b>	<b>Air Exports</b>		<b>Use this address for team visibility</b>	<a href="mailto:SH-NE-DE-NUE.Exports@Cevalogistics.com">SH-NE-DE-NUE.Exports@Cevalogistics.com</a>
DE	NUE	Second	Vildan Yuvaci	Air Export	Agent	0049 911 215327 30	<a href="mailto:Vildan.yuvaci@cevalogistics.com">Vildan.yuvaci@cevalogistics.com</a>
DE	NUE	Third	Markus Reissig	Air Export	Manager	0049 911 215327 04	<a href="mailto:Markus.reissig@cevalogistics.com">Markus.reissig@cevalogistics.com</a>
DE	NUE	Escalation	Michael König	Branch Manager		+49 711 44088 450	<a href="mailto:Michael.Koenig@cevalogistics.com">Michael.Koenig@cevalogistics.com</a>
SG	SIN	First	Nur Adilla	Air Export	CS Specialist	6564278222	<a href="mailto:dlcustomerservice.sin@cevalogistics.com">dlcustomerservice.sin@cevalogistics.com</a>
SG	SIN	Second	Felicia Saw	Air Export	Senior CS Specialist	6564278219	<a href="mailto:dlcustomerservice.sin@cevalogistics.com">dlcustomerservice.sin@cevalogistics.com</a>
SG	SIN	Escalation	Jacqueline Ho	Air Export	General Manager	6564278286	<a href="mailto:jacqueline.ho@cevalogistics.com">jacqueline.ho@cevalogistics.com</a>
<b>NL</b>	<b>AMS</b>	<b>First</b>	<b>Export CS team</b>	<b>Air Export</b>	<b>Use this address for team visibility</b>	<b>+31 (0)20 3168 308</b>	<a href="mailto:SH-NE-NL-AMSEXPORTCUSTOMERSERVICE@Cevalogistics.com">SH-NE-NL-AMSEXPORTCUSTOMERSERVICE@Cevalogistics.com</a>
NL	AMS	Second	Nikaash Ramlal	Air Export	Export Team leader	+31 (0)20 3168 308	<a href="mailto:nikaash.shiva.ramlal@cevalogistics.com">nikaash.shiva.ramlal@cevalogistics.com</a>
NL	AMS	Management	Roald Barbe	Management	Export Manager	+31 (0)20 316 8262	<a href="mailto:roald.barbe@cevalogistics.com">roald.barbe@cevalogistics.com</a>
<b>US</b>	<b>LAX</b>	<b>Team Email</b>	<b>DL email</b>	<b>Air Exports</b>	<b>Team DL</b>	<b>Use this address for team visibility</b>	<a href="mailto:DL-AM-US-LAXAIREXPORTS@CEVALOGISTICS.COM">DL-AM-US-LAXAIREXPORTS@CEVALOGISTICS.COM</a>
US	LAX	Second	Claire Glass	Air Exports	Air Export Spec.	(310)972-5603	<a href="mailto:Claire.glass@cevalogistics.com">Claire.glass@cevalogistics.com</a>
US	LAX	Third	Fatima Segovia	Air Exports	Air Export Spec.	(310)972-5671	<a href="mailto:Fatima.Segovia@Cevalogistics.com">Fatima.Segovia@Cevalogistics.com</a>
US	LAX	Escalation	Alejandro Lopez	Air Exports	Air Export Sup.	(310)972-5791	<a href="mailto:Alejandro.lopez2@cevalogistics.com">Alejandro.lopez2@cevalogistics.com</a>

## Ocean shipments: Expeditors International Contacts

Company	Country	City	Origin or Destination Office	Contact Name	Contact Title	Contact Phone	Contact Email	Notes
Expeditors	US	Chicago	Origin/Destination	Sam Serafin	Account Manager	(630) 227-4795	<a href="mailto:Sam.Serafin@expeditors.com">Sam.Serafin@expeditors.com</a>	
Expeditors	US	Chicago	Destination	Group Email			<a href="mailto:ORD-Vyair@expeditors.com">ORD-Vyair@expeditors.com</a>	
Expeditors	US	Chicago	Destination	Emily Clements	Brokerage Associate	(630) 227-4790	<a href="mailto:Emily.Clements@expeditors.com">Emily.Clements@expeditors.com</a>	
Expeditors	US	Chicago	Destination	Nick Polhorsky	Brokerage Associate	(630) 616-2529	<a href="mailto:Nick.Polhorsky@expeditors.com">Nick.Polhorsky@expeditors.com</a>	Back up
Expeditors	US	Chicago	Destination	Claudia Hernandez	Brokerage Manager	(630) 616-2543	<a href="mailto:Claudia.Hernandez@expeditors.com">Claudia.Hernandez@expeditors.com</a>	
Expeditors	UK	London Heathrow	Origin	Vanessa Sangalli	Primary Ocean Export	+44 1784 264578	<a href="mailto:Vanessa.Sangalli@Expeditors">Vanessa.Sangalli@Expeditors</a>	
Expeditors	UK	London Heathrow	Origin	Mark Aylott	Backup Ocean Export	+44 1784 264444	<a href="mailto:Mark.Aylott@Expeditors.com">Mark.Aylott@Expeditors.com</a>	
Expeditors	UK	London Heathrow	Origin	Ella Smith	Escalation 1: Ocean Export Team Lead	+44 1784 264627	<a href="mailto:Ella.Smith@Expeditors.com">Ella.Smith@Expeditors.com</a>	Escalation Only
Expeditors	UK	London Heathrow	Origin	Alex Over	Escalation 2: Ocean Export Manager	+44 1784 264443	<a href="mailto:Alex.Over@Expeditors.com">Alex.Over@Expeditors.com</a>	Escalation Only
Expeditors	KR	Busan	Origin	Sunny Lee	Supervisor, Ocean Export	82-51-601-2029	<a href="mailto:sunny.lee@expeditors.com">sunny.lee@expeditors.com</a>	
Expeditors	KR	Busan	Origin	Clare Kim	Lead Agent, Ocean Export	82-51-601-2012	<a href="mailto:Clare.Kim@expeditors.com">Clare.Kim@expeditors.com</a>	
Expeditors	KR	Busan	Origin	Gemma Han	Gemma Han	82-51-601-2026	<a href="mailto:Gemma.Han@expeditors.com">Gemma.Han@expeditors.com</a>	
Expeditors	CN	Shanghai	Origin	Sky Jin	Lead Agent	-60828925521	<a href="mailto:sky.iin@expeditors.com">sky.iin@expeditors.com</a>	
Expeditors	CN	Shanghai	Origin	Richard Chen	Agent	-60145454447	<a href="mailto:richard.chen@expeditors.com">richard.chen@expeditors.com</a>	Back up
Expeditors	CN	Shanghai	Origin	Jeffery Shi	Supervisor	-62038143575	<a href="mailto:jeffery.shi@expeditors.com">jeffery.shi@expeditors.com</a>	
Expeditors	CN	Shanghai	Origin	Fred Yu	Asst. Manager	-58936236393	<a href="mailto:fred.yu@expeditors.com">fred.yu@expeditors.com</a>	
Expeditors	CN	Ningbo	Origin	Max Xu	Assistant Manager, Ocean Export	86-574-8389 5155	<a href="mailto:max.xu@expeditors.com">max.xu@expeditors.com</a>	Back up
Expeditors	CN	Ningbo	Origin	Candy Zhang	Lead Agent – OE Customer Service	86-574-8389 5130	<a href="mailto:candy.zhang@expeditors.com">candy.zhang@expeditors.com</a>	Key person
Expeditors	CN	Ningbo	Origin	Apple Xu	Manager, Ocean Export	86-574-8389 5103	<a href="mailto:apple.xu@expeditors.com">apple.xu@expeditors.com</a>	Escalation
Expeditors	CN	Guangzhou	Origin	Yui Luo	Ocean Export	86-20-87325131	<a href="mailto:Yui.Luo@expeditors.com">Yui.Luo@expeditors.com</a>	Primary Contact- FCL
Expeditors	CN	Guangzhou	Origin	Herman Mo	Ocean Export	86-20-8732 5360	<a href="mailto:herman.mo@expeditors.com">herman.mo@expeditors.com</a>	Secondary Contact- FCL
Expeditors	CN	Guangzhou	Origin	Dolphin Tan	Lead Agent, Ocean Export	86-20-8732 5119	<a href="mailto:Dolphin.tan@expeditors.com">Dolphin.tan@expeditors.com</a>	Primary Contact- LCL
Expeditors	CN	Guangzhou	Origin	Summer Zhang	Supervisor-Ocean Export Consolidation	86-20-8732 5114	<a href="mailto:summer.zhang@expeditors.com">summer.zhang@expeditors.com</a>	Secondary Contact- LCL
Expeditors	NL	Rotterdam	Origin	Corporate Account Manager	Christiaan Weterings	31 (0)180-555000	<a href="mailto:christiaan.weterings@expeditors.com">christiaan.weterings@expeditors.com</a>	

Expeditors	NL	Rotterdam	Origin	Group Email		<a href="mailto:export-rtm@expeditors.com">export-rtm@expeditors.com</a>	CC on all bookings
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Expeditors	NL	Rotterdam	Origin	Yu Wang	Ocean Export Agent	+31 180-555-000	<a href="mailto:Yu.Wang@expeditors.com">Yu.Wang@expeditors.com</a>	main contact
Expeditors	NL	Rotterdam	Origin	Terence Martir	Ocean Export Agent	+31 180-555-081	<a href="mailto:Terence.martir@expeditors.com">Terence.martir@expeditors.com</a>	Back up
Expeditors	NL	Rotterdam	Origin	Gamze Budak	Ocean Export Supervisor	+31 180-555-036	<a href="mailto:gamze.budak@expeditors.com">gamze.budak@expeditors.com</a>	Escalation point
Expeditors	NL	Rotterdam	Origin	Kevin Wolters	Ocean export Operations Manager	+31 180-555-056	<a href="mailto:kevin.wolters@expeditors.com">kevin.wolters@expeditors.com</a>	Escalation point
Expeditors	NL	Rotterdam	Destination	Romy Versendaal	Ocean Import Agent		<a href="mailto:Romy.Versendaal@expeditors.com">Romy.Versendaal@expeditors.com</a>	
Expeditors	NL	Rotterdam	Destination	Dewi Malhoe	Ocean Import Agent		<a href="mailto:Dewi.Malhoe@expeditors.com">Dewi.Malhoe@expeditors.com</a>	back up
Expeditors	NL	Rotterdam	Destination	Sander den Arend	Supervisor, Ocean Import		<a href="mailto:Sander.denArend@expeditors.com">Sander.denArend@expeditors.com</a>	
Expeditors	NL	Rotterdam	Destination	Stefan de Wilde	Manager, Ocean Import Ops		<a href="mailto:stefan.dewilde@expeditors.com">stefan.dewilde@expeditors.com</a>	
Expeditors	CN	Shenzhen	Origin	Lilian Chen	Lead Agent - Ocean Export Operations	(86) 755 2582 6962	<a href="mailto:Lilian.chen@expeditors.com">Lilian.chen@expeditors.com</a>	Main Contact- FCL
Expeditors	CN	Shenzhen	Origin	Judy Hong	Ocean Export Operations Supervisor	(86)755 25835747	<a href="mailto:judy.hong@expeditors.com">judy.hong@expeditors.com</a>	Back Up - FCL
Expeditors	CN	Shenzhen	Origin	Iirs Yang	Supervisor - Ocean Export Operations	0755-25838081	<a href="mailto:Iris.yang@expeditors.com">Iris.yang@expeditors.com</a>	Main Contact- LCL
Expeditors	CN	Shenzhen	Origin	Sunip Zhong	Assistant Manager-Ocean Export, OE	0755 25838078	<a href="mailto:sunip.zhong@expeditors.com">sunip.zhong@expeditors.com</a>	Back Up - LCL
Expeditors	CN	Shenzhen	Origin	Mil Chen	Ocean Export Assistant Manager	(86)755 25838089	<a href="mailto:mil.chen@expeditors.com">mil.chen@expeditors.com</a>	Escalation
Expeditors	AU	Sydney	Origin	Ruben Quintela	Corporate Account Manager	61296956499	<a href="mailto:Ruben.Quintela@expeditors.com">Ruben.Quintela@expeditors.com</a>	
Expeditors	AU	Sydney	Origin	Angela Delios	Export Manager	61296956480	<a href="mailto:angela.delios@expeditors.com">angela.delios@expeditors.com</a>	
Expeditors	AU	Sydney	Origin	Maryanne Green	Export Supervisor	61296956520	<a href="mailto:Maryanne.Green@expeditors.com">Maryanne.Green@expeditors.com</a>	
Expeditors	AU	Sydney	Origin	Ocean export bookings	Ocean export bookings	61296956400	<a href="mailto:SYD-Ocean_Exports-SYD@expeditors.com">SYD-Ocean_Exports-SYD@expeditors.com</a>	
Expeditors	HK	Hong Kong	Origin	Winnie Wong	Lead Agent	852-21905166	<a href="mailto:winnie1.wong@expeditors.com">winnie1.wong@expeditors.com</a>	Ops - LAX/LGB lane (FCL)
Expeditors	HK	Hong Kong	Origin	Matthew Yue	Lead Agent	852-21905167	<a href="mailto:matthew.yue@expeditors.com">matthew.yue@expeditors.com</a>	Ops - LAX/LGB lane (Back up) (FCL)
Expeditors	HK	Hong Kong	Origin	Candy Chan	Lead Agent	852-21905163	<a href="mailto:candy.chan@expeditors.com">candy.chan@expeditors.com</a>	Ops - IPI lane (Louisville)
Expeditors	HK	Hong Kong	Origin	Gordon Cheung	Lead Agent	852-21905161	<a href="mailto:gordon.cheung@expeditors.com">gordon.cheung@expeditors.com</a>	Ops - IPI lane (Louisville) (Back up) (FCL)
Expeditors	HK	Hong Kong	Origin	Eva Lau	Supervisor	852-21905162	<a href="mailto:eva.lau@expeditors.com">eva.lau@expeditors.com</a>	FCL - Escalation
Expeditors	HK	Hong Kong	Origin	Alex Kong	Agent	852-21905156	<a href="mailto:alex.kong@expeditors.com">alex.kong@expeditors.com</a>	Ops - LAX/LGB lane (LCL)
Expeditors	HK	Hong Kong	Origin	KW Leung	Assistant Supervisor	852-21905164	<a href="mailto:kw.leung@expeditors.com">kw.leung@expeditors.com</a>	Ops - LAX/LGB lane (Back up) (LCL)
Expeditors	HK	Hong Kong	Origin	Man Lo	Lead Agent	852-21905155	<a href="mailto:man.lo@expeditors.com">man.lo@expeditors.com</a>	Ops - Louisville lane (LCL)

Expeditors	HK	Hong Kong	Origin	David Chu	Agent	852-21905153	<a href="mailto:david.chu@expeditors.com">david.chu@expeditors.com</a>	Ops - Louisville lane (Back up) (LCL)
Expeditors	HK	Hong Kong	Origin	Alvin Wong	Supervisor	852-21905114	<a href="mailto:alvin.wong@expeditors.com">alvin.wong@expeditors.com</a>	LCL - Escalation
Expeditors	HK	Hong Kong	Origin	Marco Wu	Assistant Manager	852-21905186	<a href="mailto:marco.wu2@expeditors.com">marco.wu2@expeditors.com</a>	US - Escalation
Expeditors	CN	Xiamen	Origin	Janne Wang	Lead Agent- Ocean Export	86-592-226-0777 ext. 708	<a href="mailto:janne.wang@expeditors.com">janne.wang@expeditors.com</a>	Primary Contact - LCL
Expeditors	CN	Xiamen	Origin	Alen Cao	Supervisor- Ocean Export	86-592-538-2718	<a href="mailto:Alen.Cao@expeditors.com">Alen.Cao@expeditors.com</a>	Primary Contact - FCL
Expeditors	TW	Taipei	Origin	Chia Ling Lee	Agent , Ocean Export Customer Service	886-2-2713-2145 Ext.55940	<a href="mailto:Chia.Ling.Lee@expeditors.com">Chia Ling Lee</a> < <a href="mailto:chialing.lee@expeditors.com">chialing.lee@expeditors.com</a> >	Ocean Export for <b>TP</b> trade.
Expeditors	TW	Taipei	Origin	Amelie Yang	Supervisor , Ocean Export Customer Service	886-2-2713-2145 Ext.55918	<a href="mailto:Amelie.Yang@expeditors.com">Amelie Yang</a> < <a href="mailto:Amelie.Yang@expeditors.com">Amelie.Yang@expeditors.com</a> >	Ocean Export for <b>EU</b> trade.
Expeditors	TW	Taipei	Origin	Demi Su	Agent , Ocean Export Customer Service	886-2-2713-2145 Ext.55938	<a href="mailto:Demi.Su@expeditors.com">Demi Su</a> < <a href="mailto:demi.su@expeditors.com">demi.su@expeditors.com</a> >	Ocean Export for <b>EU</b> trade. (Back up)
Expeditors	TW	Taipei	Origin	John Hsiao	Manager, Ocean Export	886-2-2713-2145 Ext.55920	<a href="mailto:John.Hsiao@expeditors.com">John Hsiao</a> < <a href="mailto:John.Hsiao@expeditors.com">John.Hsiao@expeditors.com</a> >	Escalation
Expeditors	CN	Qingdao	Origin	Monica Wang	Lead Agent, Ocean Export	86-532-85755017 ex7300	<a href="mailto:Monica.Wang@expeditors.com">Monica.Wang@expeditors.com</a>	Primary Contact
Expeditors	CN	Qingdao	Origin	Cathy Luo	Manager		<a href="mailto:Cathy.Luo@expeditors.com">Cathy.Luo@expeditors.com</a>	Escalation
Expeditors	US	Columbus	Origin	Group Email			<a href="mailto:CMHOceanExport@expeditors.com">CMHOceanExport@expeditors.com</a>	Primary Contact
Expeditors	US	Columbus	Origin	Sara Paprocka	Ocean Export Associate	614-295-3940	<a href="mailto:Sara.Paprocka@expeditors.com">Sara.Paprocka@expeditors.com</a>	Primary Contact
Expeditors	US	Columbus	Origin	Tyler Stevens	Ocean Export Supervisor	614-295-3929	<a href="mailto:Tyler.Stevens@expeditors.com">Tyler.Stevens@expeditors.com</a>	Secondary Contact
Expeditors	US	Columbus	Origin	Justin Plessinger	Export Manager	614-295-3957	<a href="mailto:justin.plessinger@expeditors.com">justin.plessinger@expeditors.com</a>	Escalation
Expeditors	US	San Diego	Origin	SAN Ocean Export	Operation Team	619-710-1900	<a href="mailto:SANOCEANEXPORT@expeditors.com">SANOCEANEXPORT@expeditors.com</a>	
Expeditors	US	San Diego	Origin	Juan Huerta	Supervisor, Ocean Export	619-210-0734	<a href="mailto:juan.huerta@expeditors.com">juan.huerta@expeditors.com</a>	
Expeditors	US	San Diego	Origin	Javier Solis	Manager, Export Ops	619-210-0751	<a href="mailto:Javier.Solis@Expeditors.com">Javier.Solis@Expeditors.com</a>	
Expeditors	US	San Diego	Origin	Juan Garcia	Air/Ocean Export Manager	619-210-0756	<a href="mailto:Juan.Garcia@expeditors.com">Juan.Garcia@expeditors.com</a>	
Expeditors	US	San Diego	Destination	Renee Rosas	Import Transportation Supervisor	619-210-0784	<a href="mailto:renee.rosas@expeditors.com">renee.rosas@expeditors.com</a>	
Expeditors	US	San Diego	Destination	Jordan Amick	Manager Import Transportation Order Management	69-210-0799	<a href="mailto:Jordan.Amick@expeditors.com">Jordan.Amick@expeditors.com</a>	
Expeditors	US	Calexico	Destination	Theresa Zapien	Account Manager	760-357-3835	<a href="mailto:theresa.zapien@expeditors.com">theresa.zapien@expeditors.com</a>	
Expeditors	US	Calexico	Destination	Victor Gorosave	Operations Supervisor	7603573835	<a href="mailto:victor.gorosave@expeditors.com">victor.gorosave@expeditors.com</a>	
Expeditors	US	Calexico	Destination	Sylvia Lopez	Import Customer Service	7603573835	<a href="mailto:sylvia.lopez@expeditors.com">sylvia.lopez@expeditors.com</a>	
Expeditors	US	Calexico	Destination	Diana Guzman	Import Customer Service	7603573835	<a href="mailto:diana.guzman@expeditors.com">diana.guzman@expeditors.com</a>	
Expeditors	US	Los Angeles	Origin		General number	310.343.6200		
Expeditors	US	Los Angeles	Origin	Lupe Mejia	Ocean Export Agent	323-781-1682	<a href="mailto:Lupe.Mejia@expeditors.com">Lupe.Mejia@expeditors.com</a>	

Expeditors	US	Los Angeles	Origin	Sora Kim	Ocean Export Lead		<a href="mailto:Sora.Kim@expeditors.com">Sora.Kim@expeditors.com</a>	
Expeditors	US	Los Angeles	Origin	Andrew Powers	Ocean Export Supervisor	323-942-8390	<a href="mailto:Andrew.Powers@expeditors.com">Andrew.Powers@expeditors.com</a>	Escalation

Expeditors	US	Los Angeles	Destination	Liliana Contreras	Ocean Import Ops Supervisor	323-942-8391	<a href="mailto:Liliana.contreras@expeditors.com">Liliana.contreras@expeditors.com</a>	
Expeditors	US	Los Angeles	Destination		LAX Ocean Import Box	323-781-1600	<a href="mailto:LAX-OIP@expeditors.com">LAX-OIP@expeditors.com</a>	
Expeditors	US	Los Angeles	Destination	Emily Rosario	Customer Service, Import Transportation	323-942-8360	<a href="mailto:Emily.Rosario@expeditors.com">Emily.Rosario@expeditors.com</a>	
Expeditors	US	Los Angeles	Destination	Nedra Martinez	Customer Service, Import Transportation	323-942-8344	<a href="mailto:Nedra.Martinez@Expeditors.com">Nedra.Martinez@Expeditors.com</a>	
Expeditors	US	Los Angeles	Destination	Pamela Mendoza	Customer Service, Import Transportation	323 942 8409	<a href="mailto:Pamela.Mendoza@expeditors.com">Pamela.Mendoza@expeditors.com</a>	
					Escalation			
Expeditors	US	Louisville	Origin	Paula Miller	Operations Main Contact	502-367-6700	<a href="mailto:paula.miller@expeditors.com">paula.miller@expeditors.com</a>	
Expeditors	US	Louisville	Origin	Becky Rennirt	Operations Back UP Contact	502-367-6700	<a href="mailto:becky.rennirt@expeditors.com">becky.rennirt@expeditors.com</a>	
Expeditors	US	Louisville	Origin	Grant Hicks	Ocean Export Supervisor	502-367-600	<a href="mailto:grant.hicks@expeditors.com">grant.hicks@expeditors.com</a>	
Expeditors	US	Louisville	Destination	Pam Venice	Ocean Import Lead Agent	502-367-6700	<a href="mailto:Pam.Venice@expeditors.com">Pam.Venice@expeditors.com</a>	
Expeditors	US	Louisville	Destination	Steve Arrow	Import Transportation Manager	502-380-4282	<a href="mailto:Steve.Arrow@expeditors.com">Steve.Arrow@expeditors.com</a>	
Expeditors	SE	Stockholm	Origin	Kevin Wikstrom	Ocean Export Lead		<a href="mailto:Kevin.Wikstrom@expeditors.com">Kevin.Wikstrom@expeditors.com</a>	Primary
Expeditors	SE	Stockholm	Origin	Henrik Eklund	Ocean Export Manager	46317333300	<a href="mailto:Henrik.Eklund@expeditors.com">Henrik.Eklund@expeditors.com</a>	Back Up
Expeditors	SG	Singapore	Origin	Yuan Leng Teng	Agent - Ocean Export	+65 6510 7971	<a href="mailto:YuanLeng.Teng@expeditors.com">YuanLeng.Teng@expeditors.com</a>	
Expeditors	SG	Singapore	Origin	Rosemarie	Lead - Ocean Export	+65 6510 7960	<a href="mailto:Rosemarie.despuig@expeditors.com">Rosemarie.despuig@expeditors.com</a>	Back up
Expeditors	SG	Singapore	Origin	Jing Yan	Agent - Ocean Export	+65 6510 7971	<a href="mailto:Jingyan.Hong@expeditors.com">Jingyan.Hong@expeditors.com</a>	Back up
Expeditors	JP	Tokyo	Destination	Akemi Koyama	Account Manager	81-3-5776-2301	<a href="mailto:akemi.koyama@expeditors.com">akemi.koyama@expeditors.com</a>	
Expeditors	JP	Tokyo	Destination	Masaki Ogiwara	Lead Agent, Ocean Import		<a href="mailto:Masaki.Ogiwara@expeditors.com">Masaki.Ogiwara@expeditors.com</a>	
Expeditors	JP	Tokyo	Destination	Yuka Oguri	Lead Agent, Ocean Import		<a href="mailto:Yuka.Oguri@expeditors.com">Yuka.Oguri@expeditors.com</a>	
Expeditors	JP	Tokyo	Destination	Group Email			<a href="mailto:OIPBB-TYO@expeditors.com">OIPBB-TYO@expeditors.com</a>	
Expeditors	MX	Guadalajara	Origin	Ezequiel Ruiz	Supervisor, Ocean Export	52 (33) 3284-6095	<a href="mailto:ezequiel.ruiz@expeditors.com">ezequiel.ruiz@expeditors.com</a>	
Expeditors	MX	Guadalajara	Origin	Erika Vazquez	Ocean Export Agent		<a href="mailto:Erika.Vazquez@expeditors.com">Erika.Vazquez@expeditors.com</a>	
Expeditors	MX	Guadalajara	Origin	Sahajid Herrera	Export Manager		<a href="mailto:Sahajid.Herrera@expeditors.com">Sahajid.Herrera@expeditors.com</a>	
Expeditors	DE	Frankfurt	Origin	Steven Heinrich	Ocean Export Lead		<a href="mailto:Steven.Heinrich@expeditors.com">Steven.Heinrich@expeditors.com</a>	
Expeditors	DE	Frankfurt	Origin	Fabian Jullens	Ocean Product Manager		<a href="mailto:fabian.jullens@expeditors.com">fabian.jullens@expeditors.com</a>	Escalation

**Vyaire's Corporate Transportation Dept:**

[GMB-US-HQ-transportation@vyaire.com](mailto:GMB-US-HQ-transportation@vyaire.com)

**Information to be included in email to CH Robinson:**

Please provide the following information for your shipment for Vyaire.
Ship Date:
Ready Time:
Close Time:
Expected Delivery Date:
Total Number of Cartons:
Total Number of Pallets & Dimensions:
Commodity Description:
Total Weight:
NMFC#/Freight Class
Cargo Value \$\$\$: (For insurance purposes only): <b>Vyaire do not require insurance.</b>
Equipment required (if different than 53' dry van)
Shipper Name:
PO#
Ship Street Address:
Ship City, State, Zip:
Contact:

Phone #:
Special Requirements/Notes:
Consignee Name:
PO#:
Consignee Street Address:
Consignee City, State, Zip:
Contact:
Consignee Phone:
Special Requirements/Notes: