

Strategic Logistics Operator



COP30
BRASIL
AMAZÔNIA
BELEM 2025

GOVERNO FEDERAL
BRASIL
UNIÃO E RECONSTRUÇÃO

COP30

Shipping Guide



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1. INTRODUCTION

1.1. About COP30

The United Nations Climate Change Conference (COP30) will take place in **Belém, Pará, Brazil, from November 10 to 21, 2025.**

The COP is the world's most relevant climate summit, convened annually under the United Nations Framework Convention on Climate Change (UNFCCC). It gathers heads of state, government officials, negotiators, organizations, NGOs, businesses, and civil society representatives to review progress and define actions to combat climate change.

The conference area will be divided into two zones:

- **Blue Zone** – managed by the UNFCCC, hosting official negotiations, country pavilions, and accredited participants.
- **Green Zone** – managed by the host country, open to civil society, companies, and institutions showcasing climate initiatives and projects.

Holding COP30 in Belém, in the heart of the Amazon region, emphasizes the global importance of tropical forests and climate resilience, reinforcing Brazil's role in the climate agenda.

1.2. Logistics Service Scope for COP30

Correios (Brazilian Postal Service) has been appointed as the **Strategic Logistics Operator** for COP30.

Correios is the **only operator authorized to access, store, and handle cargo inside the restricted areas of COP30 (Blue and Green Zones)** during the event. Any on-site delivery, internal movement, or temporary storage within these zones **must be performed exclusively by Correios.**

The official logistics service scope includes:

- Collection and packaging at the origin (optional).
- **International air freight** (primary transport mode).
- Customs clearance (export at origin, import in Brazil, re-export/readmission).
- **Full cargo insurance coverage.**
- **Greenhouse Gas (GHG) emissions monitoring.**
- Warehousing (external warehouse in Belém and venue on-site distribution centers).
- Packaging, labeling, palletizing, repalletizing, and relabeling.
- Handling of special cargo (fragile, oversized, high-value, or hazardous).
- On-site logistics desk at the venue, available 24/7.
- Real-time monitoring and visibility through the **COP30 Correios Request System.**
- Returns to the country of origin or other destinations, upon request.

1.3. Transporting Goods with Correios

All delegations, exhibitors, and participants **must manage their shipments exclusively through the COP30 Correios Request System:**



<https://siscop30.correios.com.br/>

Through this system, participants can:

- Submit logistics requests (import, export, re-export, on-site deliveries).
- Upload required documents (invoices, packing lists, licenses).
- Generate and print official COP30 shipping labels.
- Track cargo in real time.
- Schedule re-export and return operations.
- Request additional services (packaging, handling equipment, storage).

When submitting the service request in the COP30 Correios Request Platform, participants must clearly indicate the final destination of each cargo item:

- **Re-Export:** goods temporarily admitted and scheduled to leave Brazil after COP30.
- **Permanent Import:** goods intended to remain in Brazil, subject to duties and taxes.



Mandatory Requirement: All service requests must be submitted via the COP30 Correios Request System. Labels and tracking codes generated by the system are **mandatory** for handling and transport. Shipments arriving without pre-registration may face delays, storage costs, and possible rejection by Brazilian Customs.

Note on Third-Party Forwarders

Participants may appoint their own international forwarder for selected transport legs (e.g., pickup at origin or airfreight). However:

- **On-site activities at COP30 venues (Blue and Green Zones) are exclusive to Correios.**
- When customs clearance in Brazil is required and contracted, it will be performed by Correios.
- All shipments must be consigned to **Correios – COP30 Logistics Operator**.

2. FREIGHT FORWARDING AND CUSTOMS PROCEDURES

2.1. COP30 Initial Conditions for the Import of Cargo Goods

Correios is the **exclusive freight forwarder and customs broker for COP30 (Blue and Green Zones)**. All shipments must be **pre-registered in the COP30 Correios Request Platform** before dispatch. Brazil does **not** accept ATA Carnet.

Goods can enter Brazil under the following regimes:

- **Temporary Admission** – tax-free, mandatory re-export.
- **Permanent Import** – duties and taxes payable.



Goods not re-exported under Temporary Admission will be automatically converted into Permanent Imports, with all duties, fines, and penalties payable by the participant.

2.2. Insurance and Liability

- **Full Cargo Insurance is mandatory** for all shipments handled under the Correios logistics chain (origin to venue).
- Insurance excludes shipments not registered in the COP30 Request Platform or handled entirely by third-party providers.
- Participants remain responsible for packaging in line with IATA/IMO standards.

2.3. Requesting Goods Transportation for COP30

All service requests must be submitted exclusively via the **COP30 Correios Request Platform**:



<https://siscop30.correios.com.br/>

Through the platform, participants can:

- Submit pre-alerts and logistics requests.
- Upload mandatory documents (invoice, packing list, licenses).
- Generate and print official COP30 shipping labels.
- Track cargo in real time.
- Schedule re-export or return operations.
- Request additional services (packaging, handling equipment, storage).

2.4. Modes of Transport and Estimated Transit Time

Transport Modes

- **International Air Freight (primary mode):** Main entry hubs: GRU (São Paulo), BEL (Belém), GIG (Rio), BSB, REC, SSA, MAO.
- **Courier Shipments (EMS/Express):** available for small, urgent consignments only.

Customs Clearance Timeline

- Standard clearance: **~3 business days** after arrival, provided documentation is complete and accurate.
- Shipments requiring licenses or inspections (ANVISA, MAPA, IBAMA, Army): **5–10 business days**.
- Random inspections or red-channel clearance may exceed standard time.

Further information can be found on the COP30 Correios Portal. Point your smartphone camera at the QR code below.



3. HANDLING SHIPMENTS WITH THIRD-PARTY PROVIDERS

Participants may use **third-party freight forwarders** for transport up to the **point of entry in Brazil** (airport, seaport).

- Customs clearance service is available upon contract.
- From entry onwards, **Correios is the exclusive operator** responsible for warehousing and delivery within the COP30 venue (Blue and Green Zones).
- Third-party providers **cannot access COP30 warehouses or venue facilities**.
- **Pre-alert submission via the COP30 Request Platform is mandatory**.
- All shipments must list **Correios – COP30 Logistics Operator** as the consignee in AWB or BL.



Important Notes:

- Shipments not properly consigned or not pre-registered will face **delays, storage costs, or rejection by Brazilian Customs**.
- Participants remain fully responsible for coordinating with their chosen forwarders until cargo arrives in Brazil.

4. IMPORT DOCUMENTATION AND CUSTOMS CLEARANCE

4.1. Pre-Declaration

All goods destined for COP30 must be **pre-declared through the COP30 Correios Request Platform** before dispatch.

The pre-declaration process is mandatory and ensures smooth customs clearance upon arrival in Brazil.

Participants must upload the following documents in the platform before the shipment leaves the country of origin:

- **Commercial Invoice** or **Proforma Invoice**.
- **Packing List** with detailed description of contents.
- **Transport Document:** Air Waybill (AWB), Bill of Lading (BL).
- **Certificates or licenses** when required (e.g., sanitary, environmental, or military authorizations).
- **Letter of Responsibility** (mandatory for Temporary Admission).

Cargo arriving in Brazil without pre-declaration will be subject to:

- Delays in customs clearance.
- Additional storage charges.
- Possible refusal by Brazilian Customs authorities.

4.2. Import Types (Permanent and Temporary Import)

Permanent Import

- Goods remain in Brazil after COP30.
- Full customs duties, import taxes, and fees apply.
- Customs valuation is based on the declared value plus freight and insurance (CIF).
- The participant is fully responsible for the payment of applicable duties and taxes.

Temporary Admission

- Goods may be imported **tax-free for up to 12 months** under the Temporary Admission regime.
- This regime is mandatory for exhibits, booths, technical equipment, and promotional materials not intended for sale in Brazil.
- All goods admitted temporarily must be **re-exported after the event**.
- If goods are not re-exported within the legal deadline, they will be automatically reclassified as **permanent imports**, and all customs duties, fines, and penalties will apply.
- The **delegation, exhibitor, or participant** remains responsible for payment of all applicable charges in such cases.



Brazil does **not accept ATA Carnet**.

4.3. Requirements for Import Documentation

The following documentation is required for customs clearance:

- **Commercial Invoice / Proforma Invoice**
 - Must be issued in **English or Portuguese**.
 - Must include:
 - Shipper/exporter name and address.
 - Consignee: **Correios – COP30 Logistics Operator**.
 - Detailed description of each item, including brand, model, and serial number (if applicable).
 - HS Code (NCM code for Brazil).
 - Quantity and unit of measure.
 - Declared value in USD or EUR.
 - Country of origin.
 - Terms of delivery (Incoterms).
- **Packing List**
 - Dimensions (desired) and gross/net weight of each package.
 - HS Code (NCM code for Brazil).
 - Number of packages, type of packaging.
 - Identification of fragile or special cargo.
- **Transport Documents**
 - Air Waybill (AWB), Bill of Lading (BL), or CMR consigned to **Correios – COP30 Logistics Operator**.
 - **Certificate of Origin** (when applicable for tariff preferences).
 - Import Licenses (LI/LPCO) for regulated goods:
 - **ANVISA** (pharmaceuticals, cosmetics, health-related products).
 - **MAPA** (agricultural and food products).
 - **IBAMA** (environmentally sensitive items, species protection).
 - **Letter of Responsibility** (mandatory for Temporary Admission regime).

4.4. Customs Clearance Timeline

The estimated timeline for customs clearance in Brazil is:

- **Standard clearance:** ~3 business days after cargo arrival, provided documentation is complete and accurate.
- **Shipments requiring additional licenses or inspections:** 5–10 business days, depending on the regulatory authority (ANVISA, MAPA, IBAMA, other).
- **Random inspections or red-channel clearance:** may extend beyond standard processing time.

Correios will coordinate clearance at the main Brazilian entry hubs: **São Paulo (GRU/VCP)**.

Exceptionally customs clearance should occur at Belém (BEL), Rio de Janeiro (GIG), Brasília (BSB), Recife (REC), Salvador (SSA), Manaus (MAO).



Any delay caused by **late submission of documents, incorrect information, or missing licenses** is the full responsibility of the participant.

4.5. Labelling

All cargo must be clearly labelled with the **official COP30 shipping label**, generated via the COP30 Request Platform.

Shipments not properly labelled will face **delays in handling and delivery** at the venue.

5. RESTRICTED AND PROHIBITED GOODS

Brazilian law and COP30 regulations establish restrictions on certain types of cargo.

5.1. Restricted Goods (require prior license/authorization):

- Pharmaceuticals, medical supplies, and cosmetics (require ANVISA license).
- Food, beverages, and agricultural products (require MAPA authorization).
- Plants, seeds, live animals, and biological materials (subject to IBAMA/MAPA clearance).

5.2. Prohibited Goods (cannot be imported for COP30):

- Narcotics and illegal drugs.
- Explosives and flammable materials (except when properly authorized for exhibits).
- Counterfeit goods or items violating intellectual property rights.
- Endangered species or derivatives not licensed by CITES/IBAMA.
- Any material that may pose a safety, health, or environmental risk to COP30.



Important Notes:

- Participants are responsible for ensuring compliance with Brazilian regulations before dispatch.
- Unauthorized shipments will be seized by Brazilian Customs and may result in **finest, delays, or penalties**.

6. COP30 OPERATIONAL PHASES AND SCOPE OF SERVICES AT THE VENUE

6.1. Scope of Services

As the Strategic Logistics Operator, Correios will provide a full range of logistics services to support delegations, exhibitors, and official organizations participating in COP30. These services include:

- **Inbound logistics:** reception, handling, and transport of cargo from Brazilian airports to the COP30 External Warehouse in Belém. Exceptionally, seaport (under consultation).
- **Customs clearance:** processing of imports under both Permanent Import and Temporary Admission regimes, in coordination with Brazilian Customs and relevant government agencies (ANVISA, MAPA, IBAMA).
- **Warehousing:** secure storage in external and internal facilities, including inventory management, repalletizing, relabeling, and short-term storage.
- **On-site delivery:** controlled and scheduled distribution of goods to the Blue Zone (UNFCCC-managed) and Green Zone (host-country managed).
- **Empties handling:** collection and storage of empty packaging and crates during the event.
- **Outbound logistics:** re-export or domestic distribution of goods after the event.
- **On-site support:** a logistics desk within the COP30 venue to assist with inquiries, urgent requests, and coordination of deliveries and re-export.
- **Special cargo handling:** including fragile, oversized, high-value, or restricted goods.

- **Mandatory use of the COP30 Correios Request Platform** for all logistics requests, including labels and tracking.

Correios' logistics operations will strictly follow the official COP30 schedule and the operational phases described below.

6.2. COP30 Operational Phases

To ensure the smooth organization and security of COP30, logistics activities will be divided into **three phases**:

a) Lockdown Phase

- Access to the COP30 venue will be restricted to accredited personnel only.
- Deliveries to the **Blue Zone** and **Green Zone** will be allowed **exclusively during night hours**, under strict supervision of Correios and the security authorities.
- This phase will be dedicated to the final setup of pavilions, booths, and technical areas, and all large equipment or materials must be delivered before the event officially opens.
- No unscheduled deliveries will be permitted.

b) Event Phase

- During the conference, **Correios will be the only logistics operator authorized** to manage cargo movements within the COP30 venue.
- Deliveries to stands, pavilions, and meeting rooms will be performed only upon prior scheduling through the **COP30 Request Platform**.
- Delivery schedules will be coordinated with the Organizing Committee to minimize disruption.
- Only small-volume, urgent deliveries may be exceptionally authorized during daytime, subject to prior approval.
- The on-site logistics desk will be available to assist delegations, provide real-time updates, and handle re-export requests.

c) Dismantling Phase

- After the conclusion of COP30, Correios will coordinate the removal of all materials, exhibits, and equipment from the venue.
- Delegations and exhibitors must submit a **Re-Export Request** or **Return Shipment Request** via the COP30 Request Platform.
- Goods not re-exported or collected within the designated timeframe will be transferred to the **External Warehouse in Belém** for short-term storage, with associated costs charged to the participant.
- All customs formalities for re-export will be managed by Correios, with an estimated processing time of **up to 15 business days**, depending on the cargo profile and destination.
- Any special or hazardous cargo must follow specific dismantling and export procedures as instructed by Correios and Brazilian Customs.



Important Notes:

- Deliveries and removals outside the official phases are **not permitted** unless pre-approved by Correios and the COP30 Organizing Committee.
- Participants are strongly advised to plan cargo arrival and removal according to the operational phases to avoid **delays, penalties, or additional storage charges**.

- Correios will not be responsible for delays caused by **late pre-alerts, missing documentation, or non-compliance with Brazilian regulations.**

7. STORAGE AND WAREHOUSING SERVICES

7.1. Storage Sites

- **External Warehouse** - Longer-term storage: Additional charges will apply for goods stored beyond official deadlines (pre-event or post-event).
- **Fulfillment Centers** - Short-term storage: Included in the logistics service, covering the period from cargo arrival in Brazil until the end of COP30.

7.2. External Warehouse (Distribution Center)

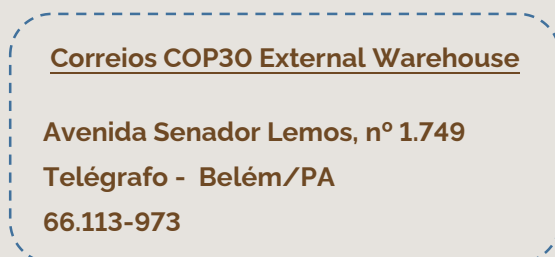
Correios will operate a dedicated External Warehouse in Belém as the main warehouse for COP30 cargo.

Functions include:

- Storage of goods until delivery to the venue.
- Cleared under **Temporary Admission** or **Permanent Import** regimes.
- Repalletizing, relabeling, and reconditioning of cargo as needed.
- Short-term holding of cargo awaiting customs inspection.

Access to the warehouse will be restricted to Correios staff and Brazilian authorities. Delegations and exhibitors will not be permitted to handle their goods directly.

Correios COP30 External Warehouse address:



7.3. Local Fulfillment Centers

In addition to the External Warehouse facility, Correios will maintain two Local Fullfilment Centers (on-site distribution centers) located within each Blue and Green COP30 venue.

Functions include:

- Temporary storage of goods from scheduled deliveries to Blue and Green Zones.
- Short-term holding of materials needed for daily operations during COP30.
- Storage of **empty packaging and crates (empties handling)**, to be returned to participants at the dismantling phase.

The fulfillment centers will operate under strict security and access control, available exclusively to Correios personnel.



Important Notes:

- Goods not collected or re-exported after COP30 will be transferred back to the External Warehouse in Belém.
- Storage fees will apply for any period beyond the official event schedule.
- Correios will not be liable for delays caused by incomplete documentation or participant negligence in scheduling re-export.

8. RE-EXPORT

At the end of COP30, all goods imported under the **Temporary Admission regime** must be re-exported within the legally established deadline. Correios, when contracted as the Logistics Operator, will coordinate re-export operations.

8.1. Re-Export Procedures

- When submitting the service request in the COP30 Correios Request Platform, participants must clearly indicate the final destination of each cargo item.
- Required documentation:
 - Original import declaration (Temporary Admission).
 - Re-export invoice.
 - Packing List of goods to be returned.
 - Any additional licenses required for specific cargo (if applicable).
- Correios will prepare and file the re-export customs declaration with Brazilian Customs.
- Once cleared, goods will be shipped back to the designated country using the selected transport mode.
- Participants may submit an **Export Request** via the **COP30 Correios Request Platform**.

8.2. Responsibility and Costs

- The **delegation, exhibitor, or participant** is responsible for all costs related to re-export, including:
 - Handling charges.
 - Customs processing fees.
 - Freight charges to the country of destination.
 - Storage fees (if applicable).
- Any goods not collected for re-export within the official dismantling period will be transferred to the **External Warehouse in Belém** and subject to storage costs.

8.3. Timeline

Estimated transit times (including customs clearance):

NORTH AMERICA / LATAM	Up to 18 days
EUROPE / MIDDLE EAST	Up to 20 days
AFRICA	Up to 23 days
ASIA-PACIFIC	Up to 23 days



Important Notes:

- **Late Shipments:** If shipments are dispatched after the deadline (event start date minus transportation lead time), delivery prior to the opening of the event cannot be guaranteed.
- **Domestic Transit Time:** For cargo already customs cleared and transported by the contracted third-party operator, the domestic transit time to Belém is 3 business days.

8.4. Goods Not Re-Exported

- Goods under Temporary Admission that are not re-exported within the legal deadline will be considered **Permanent Imports**.
- In such cases, Brazilian Customs will apply **import duties, taxes, fines, and penalties**, payable by the responsible participant.
- Correios will not assume liability for costs incurred due to non-compliance with re-export obligations.

9. RETURN SHIPMENT PROCEDURES

9.1. General Principles

At the end of COP30, participants may request the **return of goods** either to their country of origin or send to another destination.

Return shipments apply to:

- Promotional materials, exhibits, and equipment that are not subject to mandatory re-export.
- Personal or organizational cargo collected at the venue.

9.2. Requesting a Return Shipment

- Participants must prior inform the **Return Request** via the **COP30 Correios Request Platform**.
- Return shipments will not be accepted without pre-registration in the platform.

9.3. Handling and Customs Requirements

- For **domestic deliveries**, cargo will be transported under standard domestic logistics procedures managed by Correios.
- For cargo admitted into Brazil under the Special Customs Regime of **Temporary Admission** with full suspension of taxes, the applicable re-export customs documentation will be required, and Correios will coordinate all procedures with Brazilian Customs.

9.4. Timeline

- Return requests must be submitted **before November 21, 2025**.
- Handling and processing of returns will begin during the **Dismantling Phase (November 22–28, 2025)**.
- Estimated timeline for dispatch after customs processing:
 - Domestic returns: 2–5 business days.
 - International returns: 5–15 business days, depending on destination and required inspections.

9.5. Costs and Liability

- All return shipment costs are the responsibility of the **delegation, exhibitor, or participant**.
- Costs may include:
 - Handling and packaging.
 - Storage (if applicable).
 - Freight charges (domestic or international).
 - Customs fees, duties, or taxes (if applicable).
- Correios will not be responsible for delays caused by missing or incorrect documentation provided by participants.




Important Notes:

- Any goods left behind at the venue without a return or re-export request will be transferred to the **External Warehouse in Belém** and subject to storage fees.
- Unclaimed cargo after the official deadlines may be considered abandoned under Brazilian Customs law.

10. RATES AND PAYMENT TERMS

10.1. Rates

- Logistics service rates for COP30, including international freight, customs clearance, warehousing, handling, delivery, re-export, and return services, are established and published by **Correios Strategic Logistics Operator**.
- Rates vary depending on:
 - Cargo type (general, fragile, oversized, or hazardous).
 - Service requested (import, export, re-export, storage, empties handling, etc.).
 - Destination and origin points.
- **Full and updated tariffs** are available on the official platform  www.correios.com.br/cop30



10.2. Payment Terms


- All services must be **requested** via the **COP30 Correios Request Platform** and **paid in advance**.
- Accepted payment methods: credit card and international bank transfer (details provided within the platform).
- Services will only be executed after confirmation of payment.
- Any additional charges (e.g., storage beyond official deadlines, fines, or customs-related costs) will be invoiced directly to the participant.
- Payments are non-refundable, except in cases of operational cancellation confirmed by Correios.

Further information can be found on the COP30 Correios Portal. Point your smartphone camera at the QR code:




11. Annex 1: COP30 Correios Request Platform – SISCOP30: Service Order Form 1/4







How to send your items to COP30

As COP30 Strategic Logistics Provider, we will be glad to manage all logistic procedures to accomplish your effective attendance to the Conference. Let us know your demand and requested service details to provide the best solutions for it:


1
Inform origin, destination and return addresses


2
Inform items and other shipment details



3
Add documents and confirm your shipment request


Shipment origin


Organization Name *


Postage Card


Title



Abroad Brazil
Shipment to be originated outside Brazil


Sao Paulo
Shipment to be handled to Correios at Guarulhos Airport/Sao Paulo or at Port of Santos/Sao Paulo


Belem
Shipment to be handled to Correios at Belem/Brazil


Other origin in Brazil
Shipment to be handled to Correios at a Brazilian site except Belem, Guarulhos Airport or Port of Santos


COP30 Pavilion
Shipment to be originated at COP Pavilion


 <https://siscop30.correios.com.br/>

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12. Annex 1: COP30 Correios Request Platform – SISCOP30: Service Order Form 2/4

Please inform the collection point address:


Origin Country *	Collection date *	
<< Select a country >>	dd/mm/aaaa	
Address *		
Full address of collection point		
Province/State/Region	City *	
Province, state or region	City or municipality	
Postal code *	Location reference	
Zip code or other official address postal identification	Any further information that could help us to reach your colle	
Contact name *	Contact phone *	Contact email
The person who we could contact on pickup procedure	International phone numbe	Contact email

Destination


Zone *	Booth identification	
<< Zone name >>	Booth/stand box id or address designated by COP30 organizat	
Contact name *	Contact phone *	Contact email *
The person who we could contact on pickup procedure	International phone numbe	E-mail address
Delivery expected to *		
dd/mm/aaaa		

Return/Reexport

☐ Please reexport the items to this address:


Next 

13. Annex 1: COP30 Correios Request Platform – SISCOP30: Service Order Form 3/4




1

Inform origin, destination and return addresses



2

Inform items and other shipment details




3

Add documents and confirm your shipment request


Items and packages


Please add the items to be transported or upload a Packaging List as a PDF file.


Package Group 1



You haven't added any items yet!
Add an item to continue.

 Add Item

 Delete Package

 Add Package

Packaging List document


Description	File name	Submitted at	Actions
No data available in table			

Add new document:

Document file (PDF, PNG or JPG) up to 5 MB

Nenhum arquivo escolhido

Description

 Submit document

Items

Description *

Describe your item preferably in english language

Code

Your id for this item, if necessary

Quantity *

Unit

Total weight (Kg) *

Total value (USD) *

Quantity *

Unit(s)

Destination

To be defined


Comments

Further comments about this item

 Save


Cancel

14. Annex 1: COP30 Correios Request Platform – SISCOP30: Service Order Form 4/4




1

Inform origin, destination and return addresses



2

Inform items and other shipment details



3

Add documents and confirm your shipment request

Please attach documents as Summary Sheet, Invoice, Authorization Letter or any other.

Document type

Select ▼

Document file (PDF, PNG or JPG) up to 5 MB

Escolher arquivo Nenhum arquivo escolhido

Description

Submit document

Submitted documents

Type	File name	Submitted at	Description	Actions
No data available in table				





Use Correios packaging boxes?

No, thanks ▼

Additional information

Previous Submit request

15. Annex 2: Package Label

<small>Strategic Logistics Operator</small> 			PACKAGE  II 987 765 321 BR
GOODS AND MATERIALS FOR COP30 – BELÉM/PA			
CARGO OWNER: _____		COUNTRY OF ORIGIN: _____	
CONSIGNEE: <u>COP30 LOGISTICS OPERATOR / CORREIOS</u>			
ADDRESS: <u>AVENIDA SENADOR LEMOS, 1749. TELÉGRAFO, BELÉM – PA</u>			
VENUE DESTINATION: <u>BLUE ZONE</u>		BOOTH: _____	
VOLUME: _____ OF _____		GROSS WEIGHT: _____ KG	

16. Annex 3: Pallet Label

 II 987 765 321 BR	GOODS AND MATERIALS FOR COP30 – BELÉM/PA
CARGO OWNER: _____ COUNTRY OF ORIGIN: _____	
CONSIGNEE: COP30 LOGISTICS OPERATOR / CORREIOS _____	
ADDRESS: AVENIDA SENADOR LEMOS, 1749. TELÉGRAFO, BELÉM – PA _____	
ORIGIN AIRPORT: _____	DESTINATION AIRPORT: _____
VENUE DESTINATION: BLUE ZONE _____	BOOTH: _____
GROSS WEIGHT: _____ KG	AWB: _____
PREPAID SHIPPING	<div><div><small>Strategic Logistics Operator</small>  Correios</div><div></div><div></div></div>

17. Annex 4: Packing List (Model)

PACKING LIST (EXHIBITION MATERIALS — COP30 BRAZIL)					
Shipper information		Consignee (importer):			
Company name:		COP30 logistics operator – <u>correios</u>			
<u>Address:</u>					
Phone:					
E-mail:					
Country of origin:		<u>Notify:</u>			
<u>Invoice:</u>		<u>Event:</u>			

<u>Total number of pieces:</u>	Note for Customs Authorities
<u>Total Gross Weight (Kg):</u>	
<u>Total volume (cbm):</u>	

Item Code	<u>Description</u>	<u>Country of origin</u>	<u>Quantity (units)</u>	<u>Net Weight (kg)</u>	<u>NCM/HS Code</u>
NCA-001	Portable pop-up canopy tent (3x3m, polyester)		1	18.00	6306.22
NCA-002	Fabric backdrop with aluminum frame (3m)		2	15.00	6307.90
NCA-003	Roll-up banners (85x200cm) with carry bags		6	16.80	4911.10
NCA-004	Printed brochures – climate programs (A4, 500)		8	16.00	4911.10
NCA-005	Printed posters (A2) in tubes		10	3.00	4911.10
NCA-006	<u>Informational stickers</u> (packs of 500)		6	4.80	4821.10
NCA-007	Lanyards with badges (packs of 50)		8	9.60	3926.90
NCA-008	Cotton tote bags with logo		200	24.00	4202.92
NCA-009	T-shirts (assorted sizes) for staff		60	10.80	6109.10
NCA-010	Stainless steel reusable water bottles		80	20.00	7323.93
NCA-011	<u>Enamel promotional pins</u>		300	3.00	7117.19
NCA-012	<u>Hand sanitizer gel</u> (1 L)		8	8.80	3808.94
NCA-013	<u>Rechargeable Li-ion power banks</u> (10,000 mAh)		20	6.40	8507.60
NCA-014	<u>Drone (UAV)</u> for aerial imagery		1	1.20	8806.90
Total			710 <u>units</u>	157,40 kg	/

Restricted / Prohibited Items — Compliance Notes (Brazil)

NCA-013 — Li-ion power banks (HS 8507.60): Treated as **Dangerous Goods** for air transport (**UN 3480 – Lithium-ion batteries**). Requires UN38.3 test summary, proper packaging/markings and IATA compliance. Many carriers restrict standalone batteries; **consider local procurement** or shipping via compliant cargo channels only.

NCA-014 — Drone (HS 8806.90): Temporary import allowed with documentation. **ANAC** registration/authorization and **ANATEL** homologation for radio equipment may be required. Operate only with local permits; batteries associated are also DG.

Additional notes:

Hand sanitizer (NCA-012) may be considered DG if ethanol content is high; check IATA limits or source locally.

This list is illustrative; **final NCM/HS classification, licensing, and DG handling must be validated** against Brazil's TEC/TIPI, IATA DGR and Brazilian regulators (ANAC/ANATEL/MAPA/IBAMA) before shipping.

For **Temporary Admission**, prepare itemized re-export plan, serial numbers (where applicable), and keep **one item code per distinct product** for customs control.

Notify party: [INFORM]

Purpose of shipment: Non-commercial exhibition materials (Not for sale) — Temporary Admission (Admissão Temporária)

Planned shipment date: [2025-10-15]

COP30
BRASIL
AMAZÔNIA
BELÉM 2025

COP30

Belém, Pará

Brazil

