



STEAM
LOGISTICS

TARIFF - STQM 100

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RULES AND CHARGES

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IMPORTANT STATEMENT OF GENERAL APPLICATION

This publication explains Steam Logistics' rules and conditions of service that apply to all shipments. This document is the governing publication. Exceptions to any of the items in this publication will be noted in agreements that apply for an individual customer. All shippers are further encouraged to evaluate their cargo insurance program so that goods they tender are being insured to cover acceptable levels of risk.

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100	<p><u>Governing Publications</u> Unless otherwise provide, this tariff supports the standard trading terms, conditions, and rules as supplied in: Steam Logistics Terms and Conditions Steam Ocean Terms and Conditions Steam Air Terms and Conditions</p>
191	<p><u>Density Measurements</u> When a shipment is measured to determine its dimensions, the extremities of the shipment's dimensions will be used for the calculation</p>
195	<p><u>Application of Tariff</u> All Steam Logistics charges will be assessed at the rates in effect on the date of receipt of the shipment in accordance with the Company's standard trading terms and rules. Rates and charges are published in US dollars, but can be converted to and from other currencies as required (see Foreign Currency Exchange (FX) – Rule 310).</p> <p>When Steam Logistics is contracting with other carriers other than Steam Air and Steam Ocean on behalf of the customer, the effective date of receipt with that carrier may vary when compared to effective date of shipment with Steam Logistics.</p> <p>On occasion, carriers may re-weight, re-measure, or re-evaluate the commodity description of a shipment. This may result in a shipment being assessed additional charges.</p>
200	<p><u>Messenger, Postage, Courier for Documents</u></p> <ol style="list-style-type: none"> 1. When a local messenger is required to facilitate service, the charge will be \$25.00. (MSG) 2. Long distance messenger services will be handled on a transactional or contractual basis. (COUR) 3. When postage or courier services are employed to facilitate service, the service cost of \$5.00 will be applied. (ADPOST)
300	<p><u>Advancement of Charges</u> Except as otherwise provided, Steam Logistics will, upon request, advance charges in connection with a shipment for services such as transportation, cartage, storage, duties and taxes, and other services when sufficient guarantee is given by the payor that such charges will be paid.</p> <ol style="list-style-type: none"> 1. Advances, distributions and outlays for duties and taxes (D&T) in the U.S., on behalf of the importer - Cost + 3%, \$10 Minimum (ADVDDUT) 2. Advances, distributions and outlays, for U.S. air, ocean, and inland freight charges (when shipments not moving via Steam Air or Steam Ocean) - Cost + 3%, \$10 Minimum (ADVDFRT) 3. For US exports, advances, distributions and outlays required in foreign countries for customs brokerage coordination, D&T, transportation, and other related charges - Cost + 10%, \$25 minimum (ADVDDDP) 4. For US imports, advances distributions and outlays required in foreign countries for inland transportation, forwarding, packaging, and any other charges required for overseas export - Cost + 10%, \$25 minimum (ADVDFOB)

310	<p><u>Foreign Currency Exchange (FX)</u> Because of the inherent risk and charges associated with FX, Steam logistics will apply the following rules (FXCHG):</p> <ol style="list-style-type: none"> 1. Steam Logistics will use the Monday US Dollar (USD) exchange rate as posted on the XE.com for all FX transactions calculated for that week. 2. When converting foreign currency into US dollars for invoicing in the US, the amount will be adjusted upward by 4% with \$20 minimum applied to the entire invoice. 3. When converting from US dollars to foreign currency for invoicing in a foreign country, the amount will be adjusted upward by 4% with \$20 minimum applied to the entire invoice. 4. When a US customer requests to pay in a foreign currency, the amount will be adjusted upward by 4% with \$20 minimum applied to the entire invoice.
320	<p><u>Change of Terms</u> When a customer requests that Steam Logistics change the freight terms, and the Company is able to accommodate that request, Steam will apply an international forwarder service fee. For example (but not limited to), requesting the freight terms change from prepaid to collect. The ability to make a change in terms is solely at the discretion of Steam Logistics. When allowed by law, rates are an agreed-to offering from Steam to a specific customer. Extending that pricing to a separate party may require rerating of the shipment based on new customers pricing. When a change of terms is allowed, it will be applied at 4% of total charges with \$50 minimum applied to the entire invoice. (COT)</p>
360	<p><u>Shipper's Letter of Instruction</u> A shipper's letter of instruction (SLI) should be used when providing Steam Logistics with U.S. export instructions.</p>
420	<p><u>Carrier Liability and Insurance</u> Because of the limited liability provided by carriers, customers are encouraged to seek insurance coverage that corresponds to their risk exposure in comparison to their risk tolerance.</p> <ol style="list-style-type: none"> 1. Liability for Steam Air and Steam Ocean services are limited by carrier Terms and Conditions. 2. Carrier liability for carriers other than Steam Air and Steam Ocean is limited by the proprietary carrier's terms and conditions. It is the responsibility of the customer to file any claim for loss or damage directly with that carrier. 3. You may transfer the risk of cargo claims to an insurance company through the purchase of an insurance policy. Steam Logistics provide, at added cost, Shipper's Risk Insurance. Shippers may elect to purchase insurance by entering an amount in the insurance section on the Shipper's Letter of Instruction, shipping document or memorandum. Because insurance rates may vary based on factors such as commodity, destination, valuation, etc. or in some instances a shipment may be uninsurable, customers are encouraged to request insurance confirmation via a Quote Request (see Rate Quotation) in advance of shipping. Insurance will be quoted on a transactional or contractual basis. (INSUR)
421	<p><u>Broker and Forwarder Liability</u> Steam Logistics broker and forwarder liability is further articulated in the Steam Logistics Terms and Conditions of Service.</p>

422	<p><u>Claims Procedures</u> The claimant should IMMEDIATELY send a written complaint/claim directly to the carrier, agent, or insurance underwriter with copy to Steam Logistics, whether or not the extent of loss is known.</p> <ol style="list-style-type: none"> 1. Steam Logistics claims procedures are specified in the Steam Logistics Terms and Conditions of Service. 2. Claims procedures for Steam Air and Steam Ocean services are specified in their respective Terms and Conditions. No claim for loss or damage will be entertained unless and until all transportation, handling, storage, and other charges relating to, and all advances made in connection with the shipment have been paid to Steam Logistics. 3. Claims procedures for carriers other than Steam Air and Steam Ocean are determined by the proprietary carrier's terms and conditions. It is the responsibility of the customer to file any claim for loss or damage directly with that carrier. 4. If Steam Logistics assists the customer purchasing Shipper's Risk Insurance on their behalf, a policy number will be issued by the insurance company. Steam Logistics will provide the customer with all necessary contact information and instructions as provided by the underwriter. It is the responsibility of the customer to file any claim for loss or damage directly with the insurance company.
435	<p><u>Terms of Payment – Credit</u></p> <ol style="list-style-type: none"> 1. Steam Logistics is not required to provide credit privileges. 2. If Steam Logistics provides credit privileges, the initial invoice date begins the credit term cycle and payment is due upon receipt of the invoice. 3. Failure to keep the account current will result in the account being placed on a "cash only" status. This status may impair the ability to use the services of Steam Logistics. 4. Steam Logistics' standard credit terms require full payment within 15 days of the invoice date. 5. Any payment not received after 30 days will be considered late. 6. At its own discretion, Steam Logistics may revoke the credit privileges of a customer. 7. In the event a lawsuit is brought by Steam Logistics to collect charges, the party responsible for Steam Logistics' charges will be liable for all reasonable costs thereof which shall include, but are not limited to, attorney fees, interest and court costs. 8. Claims for overcharges, credit and invoice charges must be made in writing to Steam Logistics within one (1) year after the date of the invoicing of the shipment by Steam Logistics. The amount of the charge and/or credit claim may not be deducted from a separate invoice. 9. Refunds for overpayment of charges will not be issued to the extent the account is more than 60 days past due. In this circumstance the overpayment will be applied against any invoices that are more than 60 days past due.
436	<p><u>Late Payment</u> Steam Logistics' standard credit terms require full payment within 15 days of the invoice date. Any payment not received after 30 days will be considered late. On the 1st of every month, Steam Logistics will assess a 2% late payment charge for all outstanding balances that are 30 days or older, subject to a minimum late charge of \$10.00. (LATEFEE)</p>

437	<p><u>Credit Card Convenience Fees</u> When credit cards and or debit cards are used to pay Steam Logistics, the following convenience fee will apply:</p> <ol style="list-style-type: none"> 1. 3% based on the payment amount made by credit or debit card, minimum \$10.00 (CRDCON)
438	<p><u>Returned Checks - NSF</u> When checks or similar instruments tendered to Steam Logistics are returned unpaid, the following service charge will apply</p> <ol style="list-style-type: none"> 1. Returned Checks – NSF - \$71.00 for each check or similar instrument (RETCHK)
440	<p><u>Wire Transfers</u> When payments are required by wire transfer, the following charge will apply:</p> <ol style="list-style-type: none"> 1. For domestic, \$35.00 for each wire transfer transaction (DOMWT) 2. For international, \$45.00 for each wire transfer transaction (INTWTR)
450	<p><u>Responsibility of Charges</u> The shipper remains jointly and severally responsible for all costs to be paid by the consignee. In the case of Third Party billing, the shipper is liable for, and will be billed for, all charges and fees, plus all special handling fees, if the consignee or third party refuses to make payment.</p> <p>Customs penalties, storage charges, or other expenses incurred as a result of an action by Customs or a failure by the shipper or consignee to provide customs proper documentation or to obtain a required license or permit, will be charged to the consignee along with duty and tax, if applicable.</p> <p>Invoices are issued to the party responsible for the costs according to the delivery terms stated in the Shipper’s Letter of Instruction.</p>
460	<p><u>Rate Quotations</u></p>
500	<p><u>Freight Forwarding Services (US Exports)</u> Rates for international freight forwarding services, both air and ocean shipments:</p> <ol style="list-style-type: none"> 1. Ocean Freight Handling Fee - \$75.00 (HANDL) 2. Ocean Bill of Lading Fee – Full Container Load (FCL) - \$50/shipment, \$10 for each additional FCL after one (1) (FBOL) 3. Ocean Bill of Lading Fee - Less-Than-Container Load (LCL) - \$125/shipment (LBOL) 4. Air Freight Handling Fee - \$75/shipment (OAWB) 5. Automated Export System (AES) filing - \$35/AES filing (OAES) 6. Government State and DOD AES filing coordination (GOVAES) 7. Document preparation commercial invoice (CI) or pro forma invoice - \$25/each (OCIV) 8. Document preparation packing list - \$25.00/each (OPKL) 9. Document preparation certification of origin - \$25.00/each (OCOO) 10. Bank letters of credit (LC’s) and sight draft preparation and coordination - \$250.00/each (OBNK) 11. Consularization / Legalization - \$60.00 coordination fee + cost (OCOH) 12. Customs Border Protection (CBP) and other agency exam coordination - \$75.00 (EXAM) 13. Vehicle export inspection coordination (OVEH) 14. Personal effects export coordination (PEREFF)

510	<p><u>Customs Brokerage Services (US Imports)</u> Customs Brokerage Services, for air, ocean and border crossing:</p> <ol style="list-style-type: none"> 1. Formal customs entry (CF7501), air, ocean and border crossing - \$150.00/entry, one free line item/invoice (CCLR) 2. Informal customs entry (CF7501) - \$100.00/entry, one free line item/invoice (CINF) 3. In-Bond entry - \$75.00/entry (CIBE) 4. Outport entry coordination - \$85.00/entry (COPE) 5. Importer Security Filing (ISF) - \$50.00 (CISF) 6. Additional classification on an entry - \$5.00/each (CCLR) 7. Additional invoices on an entry - \$15.00/each (CCLR) 8. Registration of an importer (CF5106) - \$20.00 (REGIMP) 9. Other government agency (OGA) release processing (example: Food and drug administration (FDA), United States Department of Agriculture (USDA), etc.) - \$30.00/each (COGA) 10. Additional FDA line items - \$10.00/each (CFPA) 11. FDA prior notice - \$50.00 (CFPN) 12. Additional prior notice line items - \$15.00/each (CPNL) 13. FCC notification - \$15.00 each (CFCC) 14. Exam costs and coordination of exams with Customs Border Protection (CBP), FDA, Fish & Wildlife, and OGA's - \$75.00 (EXAM) 15. Personal effects clearance coordination - \$225.00 (PEREFF) 16. Lacey Act declaration - \$35.00 (APHIS)
511	<p><u>Customs Surety Bonds (US Imports)</u></p> <ol style="list-style-type: none"> 1. Single transaction bonds - \$5.00 / \$1000 in value, minimum \$35.00 (CSTB) 2. Importer Security Filing (ISF) bond - \$100.00 (CISB) 3. Continuous bond application preparation and submission - \$50.00 (CCBA) 4. Continuous bond premium, based on the \$50,000 bond minimum as required by CBP - \$450.00, large bonds to be quoted on a transactional basis (CCBO)
520	<p><u>Warehousing and Distribution</u> Warehousing and distribution services will be handled and invoiced on a transactional or contractual basis.</p> <ol style="list-style-type: none"> 1. Storage (STOR) 2. Distribution (WHSE)
530	<p><u>Crating and Packaging</u> Crating and Packaging services will be handled and invoiced on a transactional or contractual basis. (P&C)</p>
531	<p><u>Packing and Marking Requirements</u></p> <ol style="list-style-type: none"> 1. The shipper is responsible for ensuring that the cargo is packed in an appropriate way for carriage by mode so as to ensure that it can be carried safely with ordinary care in handling and so as not to injure or damage any persons, goods or property. 2. Paperwork supplied to Steam Logistics in the form of the Shipper's Letter of Instruction or other advance documentation should accurately and noticeably reflect: <ol style="list-style-type: none"> a. Special contents and handling characteristics. b. Packing and unitization of the actual shipment. c. Markings on the shipment so as to allow ready identification between shipment and paperwork.

531	<p><u>Packing and Marking Requirements (continued)</u></p> <p>d. Accurate descriptions as provided to Steam Logistics or its vendors.</p> <ol style="list-style-type: none"> 3. Each handling unit shall be legibly and durably marked so as to identify the shipper and consignee. An agreed upon alias may be used when required for purposes of security. 4. Packages containing liquids of any kind of glass, or articles made wholly or partly of glass, or glass bottles or containers, shall be boldly and legibly marked on the outside to show the nature of such contents. 5. All hazardous material markings must be readily identifiable on both handling units and required paperwork as required by local government and commercial entities. 6. Advance arrangements must be made with Steam Logistics for any shipment containing dangerous goods or articles susceptible to damage as a result of any condition, including but not limited to high or low temperature, atmospheric pressure, or sudden changes in temperature or atmospheric pressure 7. All shipments, inclusive of freight considered perishable and/or cold chain storage, must be prepared and packaged so as to protect the cargo and insure safe transportation taking into consideration mode, transit time, and any prevailing or potential conditions. 8. Any shipment containing articles susceptible to damage with ordinary care and handling must be adequately protected by proper packing and be marked with or bear appropriate labels calling attention to this susceptibility. 9. A shipment tendered in packaging (or without packaging) which results in extra handling, or the inability to position other pieces on top or beside, may be assessed an additional surcharge per shipment. 10. Pieces with a floor bearing weight in excess of 100 pounds per square foot must be provided with a skid or based which will reduce the floor bearing weight to 100 pounds per square foot. Such skids or base must be furnished by the consignor and included in the gross weight of the piece. 11. Shipments should be unitized into handling units as practical to avoid additional handling charges. 12. It is the responsibility of the shipper to conform to International Standards for Phytosanitary Measure, Publication No. 15, Guidelines for Regulating Wood Packaging Material in International Trade. 13. All packing must meet all government and commercial regulations. 14. Steam Logistics reserves the right to refuse the transportation of cargo that is not suitably packed and/or marked.
535	<p><u>Re-Unitization</u> Re-unitization services will be handled and invoiced on a transactional or contractual basis. (P&C)</p>
540	<p><u>Consulting</u> Consulting services will be handled and invoiced on a transactional or contractual basis. (CCONS)</p>
550	<p><u>Trade Shows and Exhibitions</u> Trade Show and Exhibition services will be handled and invoiced on a transactional or contractual basis.</p>
560	<p><u>Over-Dimensional and Extreme Length</u> Over-dimensional and extreme length services will be handled and invoiced on a</p>

560	<u>Over-Dimensional and Extreme Length (continued)</u> transactional or contractual basis.
561	<u>Overweight Services</u> Overweight services will be handled and invoiced on a transactional or contractual basis.
570	<u>Fumigation</u> Coordination of Fumigation - Cost plus \$15 (FUME)
580	<u>Marking or Labeling Freight</u> Marking and labeling services will be handled and invoiced on a transactional or contractual basis. (P&C)
600	<u>Domestic Air Service</u>
752	<u>Appointment Delivery and Notification Requests</u> Appointment delivery and notification request services will be handled and invoiced on a transactional or contractual basis.
780	<p><u>Special Commodities</u> Some commodities will require special approval or consideration. In some cases the commodity may be restricted for transport either by mode or government regulation. These commodities should be identified when requesting quotations, booking freight, and on all paperwork. Failure to accurately identify these items can result in penalties, fines, returned and seized cargo. Below is a list that is not inclusive of all potential special commodities.</p> <ol style="list-style-type: none"> 1. Money, cash, bank bills, coins, currency, paper money and negotiable instruments equivalents to cash, such as endorsed stocks, bonds, drafts and cash letters of any denomination or currency type 2. Collectable coins and stamps 3. Postage stamps 4. Live animals, poultry, and insects 5. Animal carcasses and animal parts for taxidermy 6. Human corpses, human organs or body parts, human or animal embryos, cremated human and animal remains. 7. Shipments that are typically prohibited by applicable local, state, federal, or foreign law or ones that will require Steam Logistics to obtain an appropriate local, state, federal or foreign license 8. Shipments that may cause damage or delay to other equipment, personnel, or other shipments 9. Lottery tickets and gambling devices 10. Hazardous waste, including but not limited to, used hypodermic needles or syringes, or other medical devices 11. Pornographic material 12. Biological products 13. Etiologic agents 14. Deeds and titles 15. Household and industrial waste or garbage 16. Letters with or without stamps 17. Liquids in bulk 18. Nitrocellulose 19. Revenue or tax stamps 20. Valuable papers of any kind 21. Tires, new, used, defective, scrap, waste or otherwise 22. Foodstuffs and beverages

780	<p><u>Special Commodities (continued)</u></p> <ul style="list-style-type: none"> 23. Freight requiring temperature control, including refrigeration, protection from cold or heat 24. Carbon black 25. Articles of extraordinary value, specifically shipments over \$50/lb. or over \$50,000 in total value 26. Motorized and self-propelled vehicles, to include but not limited to cars, motorcycles, snowmobiles, planes, scooters, etc. 27. Artwork and Antiques 28. Film, photographs, and negatives 29. Museum exhibits 30. Collectors' items such as sports cards, souvenirs, memorabilia 31. Cosmetics, drugs, and any item that is subject to the Food and Drug Administration (FDA) 32. Items that contain wood components that might be that might be subject of inspection 33. Jewelry, gems, stones (precious and non-precious), industrial diamonds and precious metals 34. Items requiring special approvals by US and foreign government agencies 35. Household goods / personal effects 36. "Used" equipment and machinery
781	<p><u>Liability</u> International shipments are subject to various risks including but not limited to loss, damage, delay, misdelivery, or non-delivery. The value of carrier liability is limited to the liability standards of the underlying carrier, which in most cases does not cover the full value of the goods. Steam Logistics standard liability is limited to \$50.00 per shipment or transaction as specified in the Company's standard trading terms and conditions.</p>
782	<p><u>Claims Procedures</u> Claims should be IMMEDIATELY filed directly with the underlying carrier that handled the shipment. Steam Logistics is under no obligation to file or follow up on claims on behalf of the claimant. As possible, Steam Logistics will provide supporting documentation and records, but the actual filing of the claim is the direct responsibility of the claiming party.</p>
783	<p><u>Insurance</u> You may transfer cargo risk to an insurance company through the purchase of an insurance policy. Steam Logistics provides, at added cost, Shipper's Risk Insurance. Shippers may elect to purchase insurance by entering an amount in the insurance section of the Shipper's Letter of Instruction. (INSUR)</p>
800	<p><u>Bonded Warehouse and Foreign Trade Zones (FTZ)</u> Bonded warehousing and FTZ services will be handled and invoiced on a transactional or contractual basis.</p>
825	<p><u>Returned Shipments</u> Returned shipment services will be handled and invoiced on a transactional or contractual basis.</p>
830	<p><u>Redelivery</u> Redelivery services will be handled and invoiced on a transactional or contractual basis.</p>
890	<p><u>Proprietary Carrier Assessorial Charges</u> Proprietary carrier assessorial charges will be handled and invoiced on a</p>

890	<u>Proprietary Carrier Assessorial Charges (continued)</u> transactional or contractual basis.
920	<u>Hazardous Materials (HAZMAT)</u> HAZMAT services will be handled and invoiced on a transactional or contractual basis. (DANG)
930	<u>Personal Effects</u> The handling of personal effects will be quoted and invoiced on a transactional or contractual basis.
940	<u>Carnets</u> Carnet services will be handled and invoiced on a transactional or contractual basis.
950	<u>Stop Offs (Intermediate Diversions)</u> Stop offs and intermediate diversions will be handled and invoiced on a transactional or contractual basis.
960	<u>Requested or Required Travel in Support</u> Some shipments or projects may have a travel component by a Steam Logistics employee, either required or requested. Travel in support will be handled and invoiced on a transactional or contractual basis.