

Greetings FRC Teams!

One of the more frustrating aspects of the FIRST competition season is shipping and transportation – not to mention shipping internationally. What is the fastest, easiest and cheapest way to get our robot to our competition(s) and back home? This undoubtedly is a question that most, if not all, FRC teams ask themselves every year especially since it seems the shipping procedure changes just as much as the actual game. Well, Team 48 hopes to help relieve some of that pressure and frustration. Below you will find a somewhat brief summary of how we have managed to successfully complete our international shipping and transportation requirements over the past few years.

First (no pun intended), are you shipping from home or a regional competition (within the 48 contiguous United States)? If shipping from home you will want to make arrangements with Yellow Freight, FedEx, or maybe your own personal local carrier to transport your crate to the U.S./Canadian border. If shipping from a U.S. regional you will want to use the house carrier, Shepard Exposition Services (SES) or FedEx to ship to the border. For the 2006 season, FedEx is offering international airbills in addition to the one free domestic ship and the free ship home from the championship in Atlanta if your team is attending. FIRST should be contacting your team's shipping contact regarding these arrangements, if not, contact Brigid Collins (bcollins@usfirst.org).

Once you have made arrangements to get your 'bot to the Canadian border, how are you going to get it across the border and to the regional? That's where Mendelssohn Customs and Transportation Services comes in. Mendelssohn representatives are extremely professional and friendly, and Team 48 highly recommends them for your Canadian customs needs. The first step is to log onto the Mendelssohn website at www.mend.com. Next, click the "For Exhibitors" link. Next, click on the "Download Customs Forms Online" hyperlink. Scroll down the page until you come to the heading "Mandatory Forms". There are three forms that are required for international shipping and customs clearance with Mendelssohn: the Customs Order Form, the Canada Customs Invoice and the U.S. FCC Radio Frequency Form #740 (this form is located at the bottom of the page under the "Forms That May Be Required" section). You can download these forms in PDF format with Adobe Acrobat's PDF reader. Fill out these forms and fax them to Mario Mendes @ 416-863-5149. We also recommend that you call Mario @ 416-863-9339 and speak with him one-on-one to make sure that you have met all the requirements for international shipping that may be unique to your team. Mario is Mendelssohn's Events Coordinator for customs and transportation at the Canadian regionals. He is very friendly, courteous and professional and is a valuable resource for Team 48. Fax your forms well in advance of the competition date so that Mendelssohn has the time and

ability to process your information along with the dozens of other FRC teams in addition to responding to any transmission errors that may occur. Once all of your paperwork has been submitted, Mendelssohn will send you an invoice.

Now you should be all set for your Canadian Regional event. Make sure to keep a copy of the Mendelssohn customs paperwork and invoice with you while attending the competition. If there are any problems with your shipment, Mario or another Mendelssohn representative will be on site at the competition to assist you. Good luck in what we are sure to be another wild and exciting FRC season!

~Team 48

Delphi E.L.I.T.E.

Encourage Learning In Technology and Engineering