

## VIII. CHRONOLOGY

Following are the different steps a company must take to ship to Mexico and the approximate timing:

1. Select the Mexican client, importer, consignee, customs broker or trade show organizer at whose attention the documentation needs to be prepared (3-4 months prior to shipment).
2. Have the Mexican counterpart initiate all procedures to obtain the necessary authorizations, permits, etc. (3 months prior to shipment).
3. If any special permits are required, obtain the required documents and send them to the Mexican counterpart (2 months prior to shipment).
4. Insure payment by Mexican client (this can be done through a letter of credit) and send the commercial invoice, the packing list and the bills of lading to the Mexican counterpart and ship the goods (1 month prior to due date in Mexico).

## IX. DISTRIBUTION IN MEXICO

In addition to the importation and shipment requirements, it is important to know if there are any limitations or requirements to distribute the products in Mexico. In the case of food products, beverages, cosmetics and toiletries, for example, there are strict labeling requirements. In the case of telecommunications equipment, a homologation permit needs to be obtained from the Secretariat of Communications and Transportation and most machinery and equipment needs to comply with established norms and requires a NOM registration. Since these requirements are the responsibility of the Mexican importer, representative or distributor, and entail basically no requirements from the exporter, except, for example, the manuals and technical specifications of the merchandise, we will not go into further details in this document.

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