CUSTOMS & SHIPPING PROCEDURE

For Hot Air Balloons and Related Equipment Arriving in Türkiye from Abroad

The following customs and shipping procedures apply to hot air balloons and related equipment arriving in Türkiye by road, air or sea freight.

1. Shipments Under an ATA Carnet

If you have a valid ATA Carnet for your hot air balloon covering the balloon and all related equipment, components and accessories included in the shipment, you may manage and complete the relevant customs clearance procedures directly under the ATA Carnet.

The goods and equipment listed in the ATA Carnet must correspond to the goods and equipment actually being transported.

2. Shipments Using an EORI Number

If the shipment is processed using an EORI number instead of an ATA Carnet, the goods must undergo the applicable temporary importation and subsequent temporary exportation procedures through Turkish Customs.

These procedures may result in customs clearance, customs brokerage, handling, terminal, warehouse/storage and other related charges, depending on the mode of transport and the customs facility used.

All costs and charges arising from these customs procedures shall be borne by the owner of the hot air balloon.

Upon completion of the customs procedures, the applicable charges will be paid by the balloon owner via credit card mail order, subject to the cardholder's authorization.

3. Consolidated / Partial Shipments Under an ATA Carnet

If your hot air balloon and related equipment are shipped as part of a consolidated or partial-load shipment together with other unrelated goods or cargo, the ATA Carnet will not be processed for such shipment.

Therefore, shipments intended to enter Türkiye under an ATA Carnet must be transported as a dedicated shipment, separate from unrelated commercial cargo.

For road transportation, the balloon and its equipment must be transported in a dedicated vehicle rather than as part of a groupage or partial-load shipment.

For air freight, the balloon and its equipment must be shipped as an identifiable and separately documented consignment and must not be consolidated with unrelated cargo in a manner that prevents the ATA Carnet shipment from being processed separately.

For sea freight, the balloon and its equipment must likewise be shipped as a separately identifiable consignment, container or other dedicated transport unit, as required for the ATA Carnet customs procedure.

4. Additional Notes and Shipping Recommendations

For hot air balloons and equipment to be shipped under temporary export procedures, it is recommended to use the SHIPPING PROFORMA INVOICE and PACKING LIST INBOUND templates attached to this document. The fields highlighted in yellow in the templates are examples and must be completed by the balloon owner/shipper with the correct information relating to their own shipment.

Providing an unnecessarily detailed Invoice or Packing List may result in additional questions or examinations during customs clearance. Therefore, it is recommended to use the attached template, which contains the information required for the shipment in a clear and concise format. The Proforma Invoice number and date may be determined by the shipper according to their own document numbering system.

Considering that transportation and customs clearance may take considerable time, shipments arriving under temporary export procedures should, where possible, be routed through Istanbul for air and

road transportation. Istanbul Airport is recommended for air freight. For road shipments and related customs procedures, the customs entry point coordinated through the organizer's customs contact in Istanbul is recommended.

If the transportation schedule is planned with insufficient time, delays may occur due to transportation, customs clearance, terminal handling, storage, border crossings or other operational reasons. Any delays resulting from late dispatch or insufficient time allowed by the shipper shall be the responsibility of the shipper.

For goods arriving in Türkiye under temporary export procedures, transportation should be initiated as early as possible and preferably no later than the beginning of October, in order to allow sufficient time for transportation and customs clearance.

For complete and dedicated road shipments travelling under an ATA Carnet, entry customs procedures into Türkiye may, depending on the route, be completed at the Edirne Kapıkule or Hamzabeyli border gates. Following customs clearance, the shipment may proceed to the designated delivery address. The total transit time may vary depending on the country of departure, route, border traffic and carrier, but approximately 5–6 days should be allowed.

For sea freight, sufficient additional time must be allowed for sea transit, port operations, container discharge, terminal procedures and customs clearance. Documents required for the ATA Carnet or temporary import/export procedure should be prepared before loading, and the shipment must remain separately identifiable from unrelated cargo.

5. Instructions for Completing the Attached Template

Page 1 of the attached template is the SHIPPING PROFORMA INVOICE – INBOUND. The shipper must complete the date, Proforma Invoice number, shipper information and the shipment-specific balloon details, including model/registration, country of manufacture, customs value and any other applicable shipment information.

Page 2 of the attached template is the PACKING LIST – INBOUND. The shipper must complete the date, the same Proforma Invoice number, shipper information, number of pallets/pieces, dimensions, net and gross weight, model, manufacturer/country of manufacture, registration and quantity according to the actual shipment.

The same Proforma Invoice number must be used on both the Invoice and Packing List. The model, registration, quantity, weights and all other identifying information must be consistent across the documents.

The Meha Havacılık consignee details and the Avanos delivery address shown in the template are provided as the designated consignee and delivery information. Any required change must be confirmed with the organizer before shipment.

After completion, the CERTIFIED CORRECT / Signature sections must be signed by the authorized person.

Important Notice

Before dispatching the hot air balloon and related equipment to Türkiye, please ensure that the mode of transport, shipping documents, ATA Carnet or EORI information, Invoice, Packing List and equipment details are fully consistent.

Any additional customs clearance, handling, storage, terminal, transportation or other charges and delays resulting from incorrect, incomplete or inconsistent shipping documents, an unsuitable shipping method, late dispatch, or other reasons attributable to the shipper shall be the responsibility of the hot air balloon owner/shipper.

APPENDIX 1 — SHIPPING PROFORMA INVOICE & PACKING LIST TEMPLATE

The original template prepared for the event is attached below. The fields highlighted in yellow are sample fields and must be replaced/completed by the balloon owner/shipper with the correct information for the actual shipment.

SHIPPING PROFORMA INVOICE INBOUND

Date: XX/XX/2026

PROFORMA INVOICE NUMBER: ……. (Given by you a 11 digit number/letter Heart001001)

Shipper	:	**Company Name:** **Contact Person:** **Address:** **Eori/Vat ID:**
Consignee	:	**Meha Havacılık Sanayi Ticaret Ltd Şti** **Kavaklıönü Mahallesi Atatürk Bulvarı No:57/13** **TR-50400 Ürgüp / Nevşehir / Türkiye** **DELIVERY ADDRESS:** **Cumhuriyet Mahallesi** **520. Sokak No:9** **TR-50500 Avanos / Nevşehir** **Mr Alihan Tombak: +90 531 709 59 56**

Total Piece(s) 1 Pieces **FREE OF CHARGE**

Quantity	Description	Value	Remark
1 Pieces	**Complete Used Hot Air Balloon Set and Accessories** **Model: HEART – TC-BGH** **Country of Manufacturing: TÜRKİYE** **PICK UP ADDRESS:** **Cumhuriyet Mahallesi 520. Sokak No:9 TR-50500 Avanos / Nevşehir** **Mr. / Mrs : Phone No:**	**2.000 USD**	Used Balloon HS

			CODE: 880100100100000
Total		**2.000 USD**	

Remarks:

1. NO COMMERCIAL VALUE, VALUE FOR CUSTOMS PURPOSE ONLY
2. I declare all the information contained in this invoice to be true and correct.
3. "**Unaccompanied baggage**", Shipment **Temporary Export. After Türkiye Hot Air Balloon Championship 2026, RETURN TO COUNTRY OF ORIGIN or Destination Requested By Owner.**
4. For exhibition use only, NOT for resale.
5. The Türkiye Hot Air Balloon Championship will be held between 04.11.2026-07.11.2026.

Certified correct: Signature:

PACKING LIST INBOUND

Date: XX/XX/2026

PROFORMA INVOICE NUMBER: CC-EXP-2026-001

Shipper	:	**Company Name:** **Contact Person:** **Address:** **Eori/Vat ID:**

Consianee	:	**Meha Havacılık Sanayi Ticaret Ltd Şti** **Kavaklıönü Mahallesi Atatürk Bulvarı No:57/13** **TR-50400 Ürgüp / Nevşehir / Türkiye** **DELIVERY ADDRESS:** **Cumhuriyet Mahallesi** **520. Sokak No:9, TR-50500 Avanos / Nevşehir** **Mr Alihan Tombak: +90 531 709 59 56**

Total pallet(s) : 1 – Pallets

Description of Items: HS CODE: 880100100000

	Item	Manufacturer	Registration	Quantity
	PALLET 1 - **L _150 cm x W 115 cm x H 155cm** **Net KG: 300, Gross KG: 325 kg**	**Model: HEART** **Country of Manufacturing: PASHA BALLOONS, TÜRKİYE**	**TC-BGH**	**1**

Net Weight:__300 kg - 1 pallet, Gross Weight:_____325_____kg 1 pallet.

CERTIFIED CORRECT:

Signature:

Türkiye
TÜRKİYE HAVA SPORLARI FEDERASYONU
HOT AIR BALLOON
Championship
Cappadocia 2026