



7730 - 34 Street NW, Edmonton, AB T6B 3J6

Phone: 780.469.7767

Fax: 780.469.1619

Toll Free: 877.505.7767

edmonton@ges.com

**MATERIAL HANDLING ORDER FORM****SHOW NAME:** **Edmonton Career Fair and Training Expo**  
**SHOW DATE:** **April 18, 2017****DISCOUNT PRICE**  
**DEADLINE DATE:** **Tuesday, April 4, 2017****EXHIBITOR INFORMATION****CREDIT CARD AUTHORIZATION****BOOTH #:** \_\_\_\_\_**COMPANY:** \_\_\_\_\_**STREET:** \_\_\_\_\_**CITY:** \_\_\_\_\_ **PROV/STATE:** \_\_\_\_\_ **CODE:** \_\_\_\_\_**EMAIL:** \_\_\_\_\_**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_**CONTACT NAME:** \_\_\_\_\_**NO ORDER WILL BE CONSIDERED FINAL UNTIL  
CREDIT CARD AUTHORIZATION FORM IS  
COMPLETED AND SUBMITTED WITH THIS FORM****A 25% SURCHARGE WILL APPLY TO ALL  
ORDERS PLACED AFTER THE DEADLINE DATE****ONSITE MATERIAL HANDLING****Date: DURING MOVE-IN DAY(S) ONLY****ADVANCED MATERIAL HANDLING****Starting:** **18-Mar-17****Deadline:** **13-Apr-17****RECEIVE & STORE SHIPMENT UP TO 1 DAY PRIOR TO SHOW OPENING****DELIVERY OF SHIPMENT FROM SHIPPING AREA TO BOOTH****REMOVING OF EMPTY CONTAINERS FROM BOOTH TO STORAGE AREA****RETURNING OF EMPTY CONTAINERS TO BOOTH UPON SHOW CLOSING****RELOADING OF SHIPMENT FROM BOOTH TO EXHIBITOR ARRANGED OUTBOUND CARRIER**☐ **\$58.00** per hundred pounds (\$116.00) min. charge)**Weight:** \_\_\_\_\_ **@ \$58/cwt** \_\_\_\_\_**Carrier Name:** \_\_\_\_\_ **# of pcs:** \_\_\_\_\_**Bill of Lading #:** \_\_\_\_\_

To qualify for Pre Show Prices, orders must be received by the order deadline date. A 25% cancellation fee will be processed for orders received and then cancelled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre Show Date.

**RECEIVE & STORE SHIPMENT UP TO 30 DAYS IN ADVANCED WAREHOUSE****DELIVERY OF SHIPMENT FROM ADVANCED WAREHOUSE TO SHOW SITE****FIRST PRIORITY UNLOADING STATUS****REMOVING OF EMPTY CONTAINERS FROM BOOTH TO STORAGE AREA****RETURNING OF EMPTY CONTAINERS TO BOOTH UPON SHOW CLOSING****RELOADING OF SHIPMENT FROM BOOTH TO EXHIBITOR ARRANGED OUTBOUND CARRIER**☐ **\$74.00** per hundred pounds (\$148.00) min. charge)**Weight:** \_\_\_\_\_ **@ \$0.74/cwt** \_\_\_\_\_**Carrier Name:** \_\_\_\_\_ **# of pcs:** \_\_\_\_\_**Bill of Lading #:** \_\_\_\_\_

To qualify for Pre Show Prices, orders must be received by the order deadline date. A 25% cancellation fee will be processed for orders received and then cancelled. If service has already been provided, 100% of original order will be applied. We reserve the right to adjust orders calculated inaccurately or received after the Pre Show Date.

**ADDITIONAL INFORMATION****PLEASE ARRANGE SHIPMENTS TO ARRIVE BETWEEN****8:00AM - 4:30PM DAY OF MOVE-IN****PLEASE ARRANGE SHIPMENTS TO ARRIVE BETWEEN****8:00AM - 4:30PM MONDAY - FRIDAY****LOOSE AND UNCRATED SHIPMENTS WILL NOT BE RECEIVED  
BY ADVANCED WAREHOUSE**

Return Shipping: Exhibitors must arrange for pick-up at show site, all items must be labelled and include completed bill of lading. Materials not removed from exhibit area by specified time will be shipped collect by first available carrier.

Return Shipping: Exhibitors must arrange for pick-up at show site, all items must be labelled and include completed bill of lading. Materials not removed from exhibit area by specified time will be shipped collect by first available carrier.

**DIRECT-TO-SITE LABELLING****Edmonton Career Fair and Training Expo****NAME OF EXHIBITING COMPANY - BOOTH #****C/O GES CANADA****9797 JASPER AVENUE****EDMONTON, AB T5J 1N9****ADVANCED WAREHOUSE LABELLING****Edmonton Career Fair and Training Expo****NAME OF EXHIBITING COMPANY - BOOTH #****C/O GES CANADA****7730 - 34 STREET NW****EDMONTON, AB T6B 3J6****TERMS AND CONDITIONS**

- COLLECT SHIPMENTS WILL NOT BE ACCEPTED.
- GES IS NOT RESPONSIBLE FOR CONCEALED DAMAGE, DAMAGE TO LOOSE OR INADEQUATELY PACKED SHIPMENTS OR LOSS OF MERCHANDISE AFTER DELIVERY TO BOOTH
- IT IS THE EXHIBITORS RESPONSIBILITY TO SECURE AND MAINTAIN LOSS & DAMAGE INSURANCE COVERAGE FOR THEIR EXHIBIT PROPERTIES.
- ALL CLAIMS OR DISCREPANCIES MUST BE SETTLED AT THE GES SERVICE CENTRE PRIOR TO SHOW CLOSING
- GES LIMITS OF LIABILITY & RESPONSIBILITY APPLY TO THIS SERVICE.

**I HAVE READ AND UNDERSTAND THE TERMS & CONDITIONS OF MY AGREEMENT WITH GES.****SIGNATURE****DATE**

<b>SUBTOTAL</b>	
For Office Use Only	
<input type="checkbox"/> 25% Late Order Surcharge	
<input type="checkbox"/> 25% Cancellation Fee	
Adjusted Subtotal	
<b>GST 5%</b>	
<b>TOTAL</b>	
<b>INCLUDE TOTAL FROM THIS PAGE ON ORDER CHECKLIST SHEET</b>	