

Refrigerated and Frozen Storage Order Form

Page 1 of 2

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

Natural Products Expo West/Engredea
Anaheim Convention Center
March 9 - 11, 2018

Discount Deadline Date:
February 12, 2018

Company Name

Email

Phone Number

Booth Number



Easy Ordering Tips:

- An authorized company representative must be present at the time of delivery to your booth to inventory the items and to sign for receipt of items. Delivery hours may be restricted, check with the representatives at the cold storage desk. An advance deposit is required to guarantee storage reservations.
- It is very important to use the Specially Coded Label that is provided in this manual. This ensures perishable items are delivered to the trailers for cold storage when they arrive.
- Shipments will be accepted beginning at 8:00 AM, Tuesday, March 6, 2018 - Thursday, March 8, 2018**
- Target dates do not apply to Refrigerated & Frozen Storage
- Straight Time: Monday through Friday from 8:00 AM to 4:30 PM.
- Overtime: All other times Monday through Friday. All day Saturday, Sunday & Holidays.

Step 1. Order Storage

Storage Rates

- 1 Skid or 30 cubic feet. Storage charges begin on the day the shipment is received. Labor for delivery is not included.
- Please confirm delivery arrangements the day before delivery of stored material is required at the storage control center at the loading docks.
- A work order must be placed at the storage control center each time material is moved to or from storage. The work order must be signed by a representative of the Exhibitor when delivery is made.
- During Show days, with the massive congestion in the aisles, it will take an additional amount of time for deliveries and it will be necessary to use a minimum of two laborers.

Storage is billed per Cubic foot.

Cubic footage is determined as follows: Determine measurements of each piece in inches and multiply the width times the length times the height. Divide this figure by 1,728. Example: 10 cartons 24" x 16" x 13.5" = 5,184 (5,184 ÷ 1,728 = 3 cubic feet each x 10 cartons = 30 cubic feet). Storage required would be 30 cubic feet.

Calculate Cubic Footage:

_____ x _____ x _____ ÷ 1728 = _____
Width Length Height Cubic Footage

Item Code	Description	Rate (\$)	X # of Cubic Ft.*	Total
200515	1 - 30 cubic foot Refrigerated Storage	15.25		\$
200515	31 - 120 cubic foot Refrigerated Storage	14.35		\$
200515	121 - 240 cubic foot Refrigerated Storage	12.40		\$
200515	241 cubic foot and Greater Refrigerated Storage	10.30		\$
200514	1 - 30 cubic foot Frozen Storage	15.25		\$
200514	31 - 120 cubic foot Frozen Storage	14.35		\$
200514	121 - 240 cubic foot Frozen Storage	12.40		\$
200514	241 cubic foot and Greater Frozen Storage	10.30		\$

. We understand that your calculation is only an estimate. Invoicing will be done from actual size. Adjustments will be made accordingly.

Step 2. Storage Details

The items to be stored will be arriving on:

Date: _____ Time: _____ (am)(pm)

Please describe your product: _____

R-16 021017 Cstm 012718 022600281



Step 3. Order Delivery Labor

Item Code	Description	Discount (\$)	Regular (\$)	Show Site (\$)	X # Workers	X # Hours	= Total
715044	Freezer Delivery, ST	120.00	149.50	179.50			\$
715044	Freezer Delivery, OT	209.50	261.75	314.25			\$
715045	Dry Storage Delivery, ST	120.00	149.50	179.50			\$
715045	Dry Storage Delivery, OT	209.50	261.75	314.25			\$
715046	Refrigerated Delivery, ST	120.00	149.50	179.50			\$
715046	Refrigerated Delivery, OT	209.50	261.75	314.25			\$

Hate math? Let Espresso calculate your rates: <https://e.ges.com/022600281/labor/esm>



Reminder

Don't forget fill out and return the Delivery Schedule . You will be billed for each delivery scheduled.

Starting time can be guaranteed only when labor is requested for the start of the working day. All exhibit labor scheduled at the start of the working day will be dispatched to booth space. For all other starting times, check in at the labor desk one-half (½) hour before time requested. Labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker. If Exhibitor fails to use the workers at the time confirmed, a one (1) hour "No-Show" charge per worker will apply.

The minimum charge for labor is one (1) hour per worker. Labor thereafter is charged in half (½) hour increments. Gratuities in any form, including cash, gifts, or labor hours for work not actually performed are prohibited by GES. GES requires the highest standards of integrity from all employees. Please call our confidential Always Honest hotline at 866.225.8230 to report fraudulent or unethical behavior. All rates are subject to change if necessitated by increased labor and material costs.

Please estimate the number of workers and hours per worker needed for installation. Invoice will be calculated according to actual hours worked, relative to the original estimate and based upon the date received. Additional labor required will be calculated and invoiced at the show site rate.

Total and Sign: Return to Fax: (866) 329-1437 • International Fax: (702) 263-1520

Please
Sign

X

Authorized Signature

Authorized Name - Please Print

Date

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract, including authorization for GES to retain personal information to better serve my need for GES services at future events.

**Total Payment
Enclosed**

\$

Notices

Due to temporary storage conditions, temperature regulations may vary 10-20°. GES will make every attempt to store your product according to specifications. GES assumes no liability for losses due to these conditions. Please note the following temperature regulations for storage:

Frozen Storageapproximately 0° - 20° F
(Freezers are kept at 0° F unless storing ice cream, in which case the freezers are set at -20°F.)
Refrigerated Storageapproximately 35° - 40° F

You MUST have an authorized company representative present at the time of delivery to your booth to inventory the items and to sign for them. Storage is in trailers.

Check for correct consignment instructions and advise GES of booth delivery needs before the deadline date above.

Advance Storage Reservation

Your credit card must be on file with GES to make an advance storage reservation. See "Payment & Credit Card Charge Authorization" for credit card authorization.

Storage space is limited. Space will be guaranteed on a first come, first serve basis. Make your reservation early by completing this form, enclosing your deposit and mailing it to the address above before the deadline date. No refrigerated freight will be received at the advanced warehouse.

An advance deposit is required to guarantee all storage reservations.

R-16 021017 Cstm 012718 022600281



Refrigerated Storage Delivery Schedule

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

Natural Products Expo West/Engredea
Anaheim Convention Center
March 9 - 11, 2018

Form Deadline Date:
February 12, 2018

Company Name

Email

Phone Number

Booth Number



Easy Ordering Tips:

- Please complete in detail, the schedule below for all Refrigerated deliveries to booth as well as pick-ups from booth. Schedule Frozen Deliveries on the following page.
- Confirm storage deliveries the previous day prior to 2:30 PM at the cold storage desk.
- Note: Orders placed on-site within 90 minutes of show opening will be delayed after the show opens.
- You will be billed for each delivery scheduled.

Refrigerated Deliveries

	DATE(S)	REQUESTED TIME	DESCRIPTION OF ITEMS TO BE DELIVERED/PICKED UP FROM BOOTH
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery		AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	

R-16c 091817 Cstm 011218 022600281



Frozen Storage Delivery Schedule

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

Natural Products Expo West/Engredea
Anaheim Convention Center
March 9 - 11, 2018

Form Deadline Date:
February 12, 2018

Company Name

Email

Phone Number

Booth Number



Easy Ordering Tips:

- Please complete in detail, the schedule below for all Frozen deliveries to booth as well as pick-ups from booth. Schedule Refrigerated Deliveries on the previous page.
- Confirm storage deliveries the previous day prior to 2:30 PM at the cold storage desk.
- Note: Orders placed on-site within 90 minutes of show opening will be delayed after the show opens.
- You will be billed for each delivery scheduled.

Frozen Deliveries

	DATE(S)	REQUESTED TIME	DESCRIPTION OF ITEMS TO BE DELIVERED/PICKED UP FROM BOOTH
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery		AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	
Delivery	MM/DD/YR	AM/PM	
Pick-Up	MM/DD/YR	AM/PM	

R-16c 091817 Cstm 011218 022600281



USE THESE SHIPPING LABELS AS THEY WILL EXPEDITE HANDLING. *Copies of these labels are acceptable if additional labels are needed.*



Please select day(s) for delivery to your booth:

Wednesday **Thursday** Friday
Saturday Sunday

*A delivery order will need to be placed

Cold Storage receiving for
Natural Products Expo West / Engredea

0830600170

For better service, complete the following:

SHIP
TO:

Full Exhibiting Company Name at Show

BOOTH NUMBER

On-site Exhibit Contact Phone #

C/O GES
Anaheim Convention Center
1850 S. West St.
Anaheim, CA 92802

Shipment Should Arrive on or Between

Tuesday, March 6, 2018 after 8:00 AM - Thursday, March 8, 2018 by 5:00 PM

Certified weight tickets are required for all shipments.

Carrier _____
Box number _____ of _____ Total boxes _____



Please select day(s) for delivery to your booth:

Wednesday **Thursday** Friday
Saturday Sunday

*A delivery order will need to be placed

Cold Storage receiving for
Natural Products Expo West / Engredea

0830600170

For better service, complete the following:

SHIP
TO:

Full Exhibiting Company Name at Show

BOOTH NUMBER

On-site Exhibit Contact Phone #

C/O GES
Anaheim Convention Center
1850 S. West St.
Anaheim, CA 92802

Shipment Should Arrive on or Between

Tuesday, March 6, 2018 after 8:00 AM - Thursday, March 8, 2018 by 5:00 PM

Certified weight tickets are required for all shipments.

Carrier _____
Box number _____ of _____ Total boxes _____



Please print this label on a color printer if possible

Please print this label on a color printer if possible

USE THESE SHIPPING LABELS AS THEY WILL EXPEDITE HANDLING. *Copies of these labels are acceptable if additional labels are needed.*



Please select day(s) for delivery to your booth:

Wednesday **Thursday** Friday
Saturday Sunday

*A delivery order will need to be placed

Cold Storage receiving for
Natural Products Expo West / Engredea

0830600170

For better service, complete the following:

SHIP
TO:

Full Exhibiting Company Name at Show

BOOTH NUMBER

On-site Exhibit Contact Phone #

C/O GES
Anaheim Convention Center
1850 S. West St.
Anaheim, CA 92802

Shipment Should Arrive on or Between

Tuesday, March 6, 2018 after 8:00 AM - Thursday, March 8, 2018 by 5:00 PM

Certified weight tickets are required for all shipments

Carrier

Box number _____ of _____ Total boxes



Please select day(s) for delivery to your booth:

Wednesday **Thursday** Friday
Saturday Sunday

*A delivery order will need to be placed

Cold Storage receiving for
Natural Products Expo West / Engredea

0830600170

For better service, complete the following:

SHIP
TO:

Full Exhibiting Company Name at Show

BOOTH NUMBER

On-site Exhibit Contact Phone #

C/O GES
Anaheim Convention Center
1850 S. West St.
Anaheim, CA 92802

Shipment Should Arrive on or Between

Tuesday, March 6, 2018 after 8:00 AM - Thursday, March 8, 2018 by 5:00 PM

Certified weight tickets are required for all shipments

Carrier

Box number _____ of _____ Total boxes



Please print this label on a color printer if possible

Please print this label on a color printer if possible

DO NOT

REFRIGERATE

Deliver to Booth

DO NOT

REFRIGERATE

Deliver to Booth