

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

True Value 2017 Fall Reunion  
McCormick Place  
September 25 - 27, 2017

Discount Deadline Date:  
September 5, 2017

Company Name \_\_\_\_\_ Email \_\_\_\_\_ Phone Number \_\_\_\_\_ Booth Number \_\_\_\_\_



## Easy Ordering Tips:

- Material Handling is the unloading and delivery of exhibit freight to the exhibitor's booth on the show floor. Material handling charges will be invoiced to you at show site for any freight unloaded and delivered. Use this form to plan, estimate costs and pre-order this service.
- Straight Time is Monday through Friday 8:00 AM to 4:30 PM. Trucks loaded / unloaded after 4:30 pm will be charged at the overtime rate.
- Overtime is all other times, Saturdays, Sundays and Holidays.
- Crated Material is skidded, or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
- Special Handling is defined as shipments that are loaded by cubic space and/or packed in such a manner as to require special handling, such as ground loading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments and shipments without proper delivery receipts.
- Uncrated Material is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.

## Step 1. Review Freight Material Handling Rates and Information



**Plan A:** Includes all material handling that is crated/skidded received at the warehouse on or between 8/22/17 and 9/14/17.

### Advance Shipment to Warehouse (200 lbs. minimum per shipment)

Shipments received on or between 8/22/17 and 9/14/17.	Crated/Skidded per CWT	No Charge
	Special Handling per CWT	No Charge

Shipments received prior to 8/22/17 and after 9/14/17.	Crated/Skidded per CWT	\$ 27.50
	Special Handling per CWT	\$ 34.50

### Direct Shipment to Show Site (200 lbs. minimum per shipment)

Shipments received on or between 9/23/17 and 9/24/17.	Crated/Skidded per CWT	\$ 29.50
	Special Handling per CWT	\$ 36.75
	Loose/Uncrated per CWT	\$ 44.00

*Overtime and/or late arrival charges will apply. Overtime charges are applied to the rates if shipment is handled on overtime due to show schedule or late driver check-in. Apply rates on all shipments loaded or unloaded any time other than Monday - Friday, 8:00 AM - 4:30 PM; Closed 12:00 PM - 1:00 PM & Holidays.	<i>In addition to the above rates</i>	
	Crated/Skidded per CWT	\$ 24.50
	Special Handling per CWT	\$ 30.50
	Loose/Uncrated per CWT	\$ 36.75

## Small Package

Cartons and envelopes received without documentation will be delivered without guarantee of piece count or condition. Maximum weight is 50 lbs. for the first shipment, per delivery. This includes UPS and Federal Express shipments. All shipments received via air carrier that do not fall under the small package category may be subject to special handling charges. First shipment of small packages will be charged \$55.50. Each Additional Package will be charged \$27.50 per shipment or within same shipment.

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# Booth Package - Plan 'A' Material Handling

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Company Name \_\_\_\_\_

Email \_\_\_\_\_

Phone Number \_\_\_\_\_

## Step 2. Estimate Order

### Small Packages

\_\_1\_\_ 1st Small Package Shipment x \$55.50 = \_\_\_\_\_ Total

\_\_\_\_\_ # of Additional packages (each) x \$27.50 = \_\_\_\_\_ Total

### Material Handling/Drayage

Calculate Total CWT (Enter in increments of 100's only; round up to the next 100 mark if your weight is more than 8 lbs. over the previous 100 mark. 200 pound minimum per shipment.). We understand that your calculation is only an estimate. Invoicing will be done from the actual weight. Adjustments will be made accordingly.

\_\_\_\_\_ pounds of freight + 100 = \_\_\_\_\_ Total CWT x \_\_\_\_\_ Rate = \_\_\_\_\_ Total  
\_\_\_\_\_ Grand Total

On Date: \_\_\_\_\_

By Carrier: \_\_\_\_\_

Total Number of Pieces: \_\_\_\_\_

### Shipment Will Be Sent To:

Exhibit Site  Warehouse

**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

\$

### Surcharges

#### Late/Early to Warehouse Shipment Surcharges:

A 30% (\$50.00 minimum) surcharge will apply to all shipments recieved after the published timeline. Monthly Storage fee of per cwt will apply before published timeline.

#### Special Handling/Mixed Shipments:

A 30% surcharge will apply to items requiring special handling or mixed shipments.

#### Measure of Damage:

If found liable for any loss, GES' sole and exclusive maximum liability for loss or damage to Customer's goods is limited to \$.50 (USD) per pound with a maximum liability of \$100 (USD) per container, or \$1,500.00 (USD) per shipment, whichever is less.

#### Certified Weight Tickets Are Required For All Shipments:

Drivers with inbound shipments must check in at the GES warehouse or exhibit site by 2:00 PM to be guaranteed same day unloading. Warehouse receiving hours are Monday - Friday, 8:00 AM - 2:30 PM; Closed 11:30 AM - 12:30 PM and Holidays.

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