

**Opti-Fair 2017**

October 20, 2017

Fairmont Banff Springs Conference Center

Booth #

Transportation/Shipping Order Form (Does NOT include Materials handling see page 3)

PO Box 960 Banff Alberta T1L 1J4 Phone: 403 762-2828 Fax: 403 762-2777 Email: banff@ges.com & w.moroz@ges.com

Arrange before
October 4, 2017

ONLY FILL IN THIS FORM IF YOU WANT GES TO SHIP YOUR GOODS FROM AND OR TO THE EVENT-THIS IS SHIPPING, NOT MATERIALS HANDLING (PG 3)

SHIPPER INFORMATION		IF SHIPPING FROM ANOTHER SHOW PLEASE FILL IN THIS SECTION:	
COMPANY/EXHIBITOR:		SHIPPING FROM A SHOW: <input type="checkbox"/> YES <input type="checkbox"/> NO BOOTH #	
FACILITY/BUSINESS PICKING UP FROM:	ADDRESS:	SHOW NAME:	
CITY:	PR/ST POSTAL / ZIP CODE	MOVE-OUT DATE:	MOVE-OUT TIMES:
COUNTRY:	CONTACT:	SHOW CONTRACTOR:	MARSHALLING YARD: <input type="checkbox"/> YES <input type="checkbox"/> NO
PHONE:	FAX:	I WILL BE SHIPPING TO THE ADVANCED WAREHOUSE <input type="checkbox"/> YES <input type="checkbox"/> NO	

TAILGATE PICK UP REQUIRED?

☐ YES ☐ NO

LOADING DOCK?

☐ YES ☐ NO

PICK UP HOURS:

DESTINATION INFORMATION (Return after show)		IF SHIPPING TO ANOTHER SHOW PLEASE FILL IN THIS SECTION:	
COMPANY/EXHIBITOR:		SHIPPING TO A SHOW: <input type="checkbox"/> YES <input type="checkbox"/> NO BOOTH #	
FACILITY/BUSINESS DELIVERING TO:	ADDRESS:	SHOW NAME:	
CITY:	PR/ST POSTAL / ZIP CODE	MOVE-IN DATE:	MOVE-IN TIMES:
COUNTRY:	CONTACT:	SHOW CONTRACTOR:	MARSHALLING YARD: <input type="checkbox"/> YES <input type="checkbox"/> NO
PHONE:	FAX:	I WILL BE SHIPPING TO THE ADVANCED WAREHOUSE <input type="checkbox"/> YES <input type="checkbox"/> NO	

TAILGATE DELIVERY REQUIRED?

☐ YES ☐ NO

LOADING DOCK?

☐ YES ☐ NO

DROP OFF HOURS:

CUSTOMS INFORMATION			
CUSTOMS BROKER:	CUSTOMS BROKER CONTACT:	CUSTOMS BROKER PHONE:	CUSTOMS PAPERWORK ATTACHED: <input type="checkbox"/> YES <input type="checkbox"/> NO

PLEASE INDICATE SERVICE REQUIRED

☐ ONE WAY☐ ROUND TRIP☐ REGULAR GROUND☐ EXPEDITED GROUND

ITEMS TO BE SHIPPED SERVICE WILL BE CHARGED ON ACTUAL WEIGHT & DIMENSIONS

TOTAL # OF PIECES	DIMENSIONS IN INCHES		ESTIMATED WEIGHT
CARTONS (CARDBOARD)	H _____ " x W _____ " x L _____ "		
CASES/TRUNKS (FIBRE) COLOUR:	H _____ " x W _____ " x L _____ "		
CRATES (WOODEN)	H _____ " x W _____ " x L _____ "		
SKIDS/PALLETS	H _____ " x W _____ " x L _____ "		
CARPET - COLOUR:	H _____ " x W _____ " x L _____ "		
OTHER - LIST:	H _____ " x W _____ " x L _____ "		
TOTAL# OF PIECES		TOTAL WEIGHT	

CREDIT CARD CHARGE AUTHORIZATION		MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> American Express <input type="checkbox"/>	
CARDHOLDER'S NAME	PLEASE PRINT	Account #	
CARDHOLDER'S BILLING ADDRESS	CITY		
PROVINCE / STATE	POSTAL CODE		EXPIRATION DATE
		CARDHOLDER'S SIGNATURE	DATE

TERMS AND CONDITIONS

GES CANADA assumes no responsibility for shipments left in booth by exhibitor. All materials are subject to final count and correction at time of actual removal from booth. Shipper hereby designates GES as its agent for tendering shipments to carrier. GES CANADA reserves the right to reroute any outgoing shipment via an alternate carrier in the event the requested carrier fails to pick up the shipment by established carrier check-in deadline. GES CANADA assumes no responsibility for misdirected shipments as a result of old shipping labels which remain on containers. It is the shipper's responsibility to state the national motor freight classification commodity description, otherwise shipment shall be described as exhibition materials.

- 1) GES CANADA shall not be responsible for damage to uncrated materials, materials improperly packed or concealed damage. 2) GES CANADA shall not be responsible for loss, theft, or disappearance of exhibitors material after the same has been delivered to exhibitor's booth. 3) GES CANADA shall not be responsible for loss theft or disappearance of materials before they are picked up from exhibitor's booth for reloading after the show. Bill of Lading covering outgoing shipments, which are furnished by GES to exhibitors, will be checked at time of actual pick-up from booth and corrections made where discrepancies occur.
- 4) GES CANADA shall not be responsible for any loss, damage or delay due to fire, acts of God, strikes, lockouts or work stoppages of any kind, or to any causes beyond its control. 5) GES CANADA shall be limited to the physical loss or damage to the specific article which is lost or damaged, and in any event GES CANADA's maximum liability shall be limited to \$0.30 per pound per article with a maximum liability of \$50 per item, or \$1000.00 per shipment, whichever is less. 6) GES CANADA shall not be liable to any extent whatsoever for any actual, potential, or assumed losses of profits or revenues, or for any collateral costs, which may result from any loss or damage to exhibitor's materials which may make it impossible or impractical to exhibit same. 7) The consignment or delivery of a shipment to GES CANADA by an exhibitor, or by any shipper to or on behalf of the exhibitor shall be construed as an acceptance by such exhibitor (and/or shipper) of the terms and conditions set forth. Exhibitor is responsible to declare all hazardous materials and abide by federal, state and local laws.

All orders governed by the GES CANADA payment policy & GES CANADA Terms & Conditions of Contract as specified in this Exhibitor's Kit.

AUTHORIZED SIGNATURE AUTHORIZED CONTACT COMPANY NAME EMAIL ADDRESS

X

**MATERIALS HANDLING SERVICE IS STILL REQUIRED IF TRANSPORTATION IS ORDERED
BY SIGNING THIS FORM, SHIPPER AGREES TO BE BOUND BY ALL ITS TERMS & CONDITIONS**

15