OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS

NAME OF SHOW: ____________________________
COMPANY NAME: ____________________________
BOOTH #: __________________
CONTACT NAME: ____________________________
PHONE #: __________________
E-MAIL ADDRESS: ____________________________

EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU IN ADVANCE AND WILL DELIVER THEM TO YOUR BOOTH AT SHOW SITE TO REVIEW AND SIGN. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM.

SHIPPING INFORMATION

FROM: SHIPPER/EXHIBITOR NAME: ____________________________
BILLING ADDRESS: ____________________________
CITY: ____________________________ STATE: ______ ZIP: __________

SHIP TO: COMPANY NAME: ____________________________
DELIVERY ADDRESS: ____________________________
CITY: ____________________________ STATE: ______ ZIP: __________
PHONE#: __________________ ATTN: __________________

SPECIAL INSTRUCTIONS: _________________________________________

METHOD OF SHIPMENT

PLEASE CHECK DESIRED METHOD OF SHIPMENT BELOW

FREEMAN EXHIBIT TRANSPORTATION
☐ 1 Day: Delivery next business day*
  * Some restrictions may apply. Please contact our
  Exhibit Transportation team (877) 478-1113.
☐ 2 Day: Delivery by 5:00 P.M. second business day
☐ Expedited
☐ Deferred: Delivery within 3-4 business days
☐ Standard Ground
☐ Specialized: Pad wrapped, uncrated, or truckload

☐ OTHER COMMON CARRIER ____________________________
☐ OTHER VAN LINE ____________________________
☐ OTHER AIR FREIGHT ____________________________
  ☐ Next Day  ☐ Second Day  ☐ Deferred

DESired NUMBER OF LABELS: ____________________________
CARRIER PHONE NUMBER: ____________________________

In the event your selected carrier (other than Freeman) fails to show on final move-out day, please select one of the following options:

☐ Reroute via Freeman’s choice.
☐ Delivery back to warehouse at Exhibitor’s expense*
  * Return to warehouse rates are based on weight. A minimum charge of $170.00 for shipments less than 400 lbs. Please contact us for rates on shipment above 401 lbs.

METHOD OF PAYMENT MUST ACCOMPANY YOUR ORDER