

U.S. Expo Services, Inc.

Ph: 941-727-3315

2006 72nd Drive East, Sarasota, Florida 34243

Fax 941-727-1938

Freight/Drayage Service Order Form

Name of Event:	Booth #:
Contact Name:	Show Dates:
Company Name:	
Address:	Phone #
City/State:	Zip:
Carrier Name (ups,fedex,etc):	Your Carrier Account #:
Date Item Shipped:	No. of Pieces:
Shipping to <input type="checkbox"/> Warehouse (store and deliver to show site) <input type="checkbox"/> Show Site (must arrive during decorator install)	

Include Exhibitor Name and Booth # On All Pieces

Drayage service rate is \$59 per 100 lbs (cwt). Maximum single piece weight 800 lbs. Bills of lading stipulating weight must accompany shipments. Warehouse shipments must arrive no earlier than 20 days before and no later than 3 days prior to decorator installation. Shipments will be delivered to booth during show installation and delivered from booth to common carrier loading area at close of show. Shipments to show site will be received during installation period only. Drayage rates do not include any erection, uncrating, un skidding, dismantling, crating, skidding, blocking or bracing of cars. All shipments should be insured by the exhibitor from the time they leave their dock until they are returned from the show. Shipments received on separate days will be treated as separate minimum shipments. We are not responsible for shipments left in any booth by exhibitors. At the close of show if the carriers fail to pickup or refuse to accept shipment, we reserve the right to re-route such shipment, or have the material delivered to the warehouse pending further instructions from the exhibitor. This will result in a handling fee.

The following is important for outbound shipments If any of your materials are to be shipped outbound from the show, you must repackage & seal all boxes, crates, etc. with appropriate tape. A completed outbound shipping label must be attached to each carton. In addition, we require shipping instructions including: name of agent, company name, shipping company & telephone number, your prepaid or direct bill number from the shipping company and number of cartons to be returned. Additional charge for handling outbound freight is 50% of inbound charge

Labor for installation and dismantle is not included with drayage service. If you require installation and dismantle please call us.

Piece #	Weight	Rate		Amount	
1		\$59 per cwt			Minimum Charge \$59 per shipment
2		\$59 per cwt			
3		\$59 per cwt			
4		\$59 per cwt			
			Subtotal		Shipments received on separate days will be treated as separate
			Sales Tax 6.5%		
			Total		

Use additional forms if more than 4 pieces

Example 250lbs /100 = 2.5 cwt , \$59 x 2.5 cwt = \$147.50 total

All orders must be paid in Advance

Form of payment: Credit Card(Visa or M/C) Check

Account Number: _____ **Exp. Date:** _____

Cardholder Name(print): _____

Cardholder Signature: _____

Return Shipments will be charged to your Carrier account if provided,
If you do not have a carrier account return shipments must be pre-paid