

Return to:

Geo. E. Fern co.



EXPOSITION SERVICE CONTRACTORS SINCE 1909
3752 CRITTENDEN DRIVE / LOUISVILLE, KY. 40209-1122
TELEPHONE 502-367-0254 / FAX 502-368-0284

SHIPPING INFORMATION AND FREIGHT SERVICE ORDER FORM - PAGE 1

DEADLINE August 15, 2006

for return of this form:

-IMPORTANT-

Complete the Freight Payment computation below based upon your estimated shipments and return this form with your payment and the Payment Authorization form included with this service kit.

INSTRUCTIONS

- All shipments must be sent prepaid. Collect shipments will not be accepted.
- The Advance Warehouse will **ONLY** accept packaged shipments, including crates, boxes and skids. Loose shipments will not be accepted unless the delivering carrier cannot deliver the shipment to the facility, in which case a 50% surcharge will be added to the warehouse rate.
- Loose, uncrated, van, or specializes carrier shipments should be sent **DIRECTLY** to the **CONVENTION FACILITY** to arrive **AFTER 8:00 AM** on the first day of the exhibitor installation.
- Consignment or delivery of a shipment to Geo. E. Fern Co., or it's subcontractors by an Exhibitor or Shipper on behalf of the Exhibitor will be construed as an acceptance by the Exhibitor of the Freight Terms and Conditions on the front and reverse of this page.
- Outbound bills of lading must be filled out and turned into the exhibitor service desk. If designated carriers are to be used, the exhibitor must make those arrangements directly with the carrier. If designated carrier fails to show in required time frame, shipment will be reconsigned to house carrier. If no return information is provided, freight will be force to house carrier.

ADVANCE RECEIVING WAREHOUSE

* Label each piece of your shipment(s) as follows:
TO: (NAME OF EXHIBITING COMPANY)
 c/o Geo. E. Fern Co./Roadway Express
601 S. Hoover
Wichita, KS 67209
 Event: General Aviation Tech Conf & Exposition
 Exhibitor Space #: YOUR SPACE # ASSIGNMENT
 Must arrive by: Friday, August 25, 2006

DIRECT TO EVENT SITE

* Label each piece of your shipment(s) as follows:
TO: (NAME OF EXHIBITING COMPANY)
 c/o Geo. E. Fern Co.
Century II Convention Center
225 West Douglas, Wichita, KS 67202
 Event: General Aviation Tech Conf & Exposition
 Exhibitor Space #: YOUR SPACE # ASSIGNMENT
 Target arrival on: Monday, August 28, 2006

FREIGHT RATE SCHEDULE

Rates below include receipt of your freight; delivery to the booth; storage; and return of empty crates; and the end of the show movement of your freight from the booth to the dock and reloading on trucks. Cost for freight per cwt (100 lbs or fraction) with a **200 lb. minimum per shipment applies.**

CATEGORY	DESCRIPTION	RECEIVED AT	RATE/CWT.
A	Crated or skidded shipments to	Advance Warehouse	60.00
B	Crated or skidded shipments via van lines or specialized carriers, Fed-Ex, UPS, or US Mail.	Advance Warehouse	75.00
C	Shipments requiring special handling, i.e. loose, uncrated, or late freight to	Advance Warehouse	90.00
D	Crated or skidded shipments to	Event Site	56.00
E	Crated or skidded shipments via van lines or specialized carriers, Fed-Ex, UPS, or US Mail.	Event Site	70.00
F	Shipments requiring special handling, i.e. loose, uncrated, or early freight to	Event Site	84.00

FREIGHT PAYMENT COMPUTATION

Enter estimated total pounds of all your shipments by rounding up each total shipment weight to the nearest 100 pounds (i.e. one 232 lb. shipment of any number of pieces would be figured as 300 lbs., 590 lbs. of any number of pieces would be figured as 600 lbs., 705 lbs. as 800 lbs., etc.) any shipment with a total of 200 lbs. or less should be calculated at 200 lb. minimum

Category (A,B,C,D,E,F)	Numbers of Pieces	Weight (Min. 200 lbs.)	Rate/CWT	Total
Shipment 1	_____	_____ lbs.	x _____	= \$ _____
Shipment 2	_____	_____ lbs.	x _____	= \$ _____
Shipment 3	_____	_____ lbs.	x _____	= \$ _____

Yes, I have completed and enclosed the Payment Form

No credit will be given after close of event on items or services ordered, but not received. If you have a problem please see the Geo. E. Fern Co. Service Desk Personnel at the event site prior to leaving.

Please be sure to read both pages of this SHIPPING INFORMATION AND DRAYAGE SERVICE ORDER FORM. Other conditions are applicable as stated on 2nd page.



Sub Total: \$ _____

5.90% State tax: \$ _____

TOTAL: \$ _____

Name of Event **SAE General Aviation Technology Conference (GATC) #4-5372-06** Booth# _____ Phone () _____

Firm Name _____ Fax # () _____

Address _____ E-Mail _____

Street City State Zip Code
Print/Type Name _____ Signature _____ Date _____

All orders are subject to the terms and conditions as outlined on the payment form.

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3752 CRITTENDEN DRIVE / LOUISVILLE, KY. 40209-1122
TELEPHONE 502-367-0254 / FAX 502-368-0284

SHIPPING INFORMATION AND FREIGHT SERVICE ORDER FORM - PAGE 2

DEADLINE

August 15, 2006

for return of this form:

Geo. E. Fern Co. must be advised (4) four weeks in advance of delivery date of any oversized freight (single pieces over 3500 lbs. or odd shaped pieces) which will require unloading / reloading.

INBOUND SHIPMENT - FOR EVENT

- 1.) Shipper _____ Date shipped _____
 From (City/State) _____ Estimated arrival date _____
 Carrier _____ Pro # _____
 Total # of pieces _____ Total Weight _____
CHECK ONE: to advance Receiving Warehouse or direct to Show Site
- 2.) Shipper _____ Date shipped _____
 From (City/State) _____ Estimated arrival date _____
 Carrier _____ Pro # _____
 Total # of pieces _____ Total Weight _____
CHECK ONE: to advance Receiving Warehouse or direct to Show Site
- 3.) Shipper _____ Date shipped _____
 From (City/State) _____ Estimated arrival date _____
 Carrier _____ Pro # _____
 Total # of pieces _____ Total Weight _____
CHECK ONE: to advance Receiving Warehouse or direct to Show Site

MISCELLANEOUS DRAYAGE SERVICES / COST AND GENERAL INFORMATION

SPECIAL SERVICES AND RATES - (2201) Steel banding or (1039) shrink wrap for the packaging of displays and equipment is available at the Drayage Contractors service desk for \$.75 per lin. ft. plus (1037) labor at prevailing rates. (702) Fork lifts and drivers are available for particular spotting of equipment with-in your exhibit space After delivery to your exhibit space at prevailing rates for equipment and labor. Please order this service in advance, see **"Display Labor and Inbooth Forklift Service Order Form"**. (9997) Mobile equipment will be moved into and out of the exhibit facility for \$ 100.00 per round trip. This service MUST be scheduled in advance - *PLEASE CALL*.

COLLECT SHIPMENTS may be refused or accepted at the option of the Official Drayage Contractor. In cases where the Drayage Contractor elects to receive such shipments, the responsible exhibitor or shipper will be notified immediately and payment in full for all charges due must be wired to the Drayage Contractor within 24 hours. A twenty-five (25%) special service surcharge will be added to the freight bill for handling any consignments under these conditions. A \$ 10.00 MINIMUM fee will apply to this service.

HAULING TO OR FROM LOCAL FACILITIES - (706) Local delivery/pick-up will be charged at prevailing rates; *In addition to appropriate cwt. charges for drayage services rendered.*

INBOUND AND OUTBOUND TRAFFIC SCHEDULES are the responsibility of Geo. E. Fern Co. / the Official Drayage Contractor. To assure orderly and expeditious handling of exhibit material into and out of the event facility, it is required that exhibitors, including local companies, clear all movement of exhibit material through the Drayage Contractor, who is prepared to handle local pickups and deliveries on a co-ordinated schedule. It is also recommended that in order to minimize congestion and comply with union requirements all shipments be channeled through the Official Drayage Contractor.

OUTBOUND SHIPPING INSTRUCTIONS should be given to the Official Drayage Contractor at the Convention Center Service area during the Exposition or Immediately after its close. If outbound shipping information is available prior to show commencement, forward instructions to the Drayage Contractor. All bills of lading and shipping instructions covering outbound shipments will be checked at the time of actual loading and corrections made where discrepancies exist. Freight remaining on the exhibit floor without proper instructions for disposition will be removed by the Drayage Contractor and shipped with the information available at the time. Under no circumstances will the Drayage Contractor be liable for shipping errors subsequent to the convention unless it has received specific written instructions and has failed to honor them.

DAMAGE TO EXHIBITS while they are being loaded, unloaded or conveyed to the various booths or common carrier by the Drayage Contractor will be its responsibility. The Drayage Contractor **WILL NOT** be responsible for damage to materials improperly packed, concealed damage, loss or theft of exhibitors materials after same have been delivered to the booth, or before materials have been picked up for loading out of the booth. In any case, the liability of the Drayage Contractor is limited to \$.10 per pound/per article, with a maximum of \$ 50.00 per item, and a maximum of \$ 1,000.00 per shipment. The shipper is encouraged to make arrangements with its insurance carrier if values of articles or shipments are in excess of those stated above.

EXHIBITS TO BE STORED (9998) will be charged at a minimum monthly rate of \$ 20.00 or a rate of \$ 2.00 cwt. per month or fraction thereof. No charge will be made for inbound shipments when received 14 days or less prior to the event. Please call if 15 day or longer storage is required.

Name of Event **SAE General Aviation Technology Conference (GATC) #4-5372-06** Booth# _____ Phone () _____

Firm Name _____ Fax # () _____

Address _____ E-Mail _____

Street City State Zip Code

Print/Type Name _____ Signature _____ Date _____

All orders are subject to the terms and conditions as outlined on the payment form.

**RUSH CONVENTION
EXHIBIT MATERIAL**

“FORADVANCE WAREHOUSE ONLY”

MUST RECEIVE BY:
_____ Friday, August 25, 2006 _____

TO: _____
(Your Company Name)

**SITE: GEO. E. FERN CO.
Roadway Express
601 S Hoover
Wichita, KS 67209**

**Attn: Gen Aviation Tech Conf & Expo
BOOTH NO. _____**

NO. _____ of _____ pcs.

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BOOTH NO. _____**

NO. _____ of _____ pcs.

**RUSH CONVENTION
EXHIBIT MATERIAL**

“FOR DIRECT TO SHOW SITE”

MUST TARGET DELIVERY FOR:
Monday, August 28, 2006

(DO **NOT** DELIVER BEFORE)

TO: _____
(Your Company Name)

**SITE: GEO. E. FERN CO.
Century II Conv Ctr
225 West Douglas
Wichita, KS 67202**

**Attn: Gen Aviation Tech Conf & Expo
BOOTH NO. _____**

NO. _____ of _____ pcs.

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