

Return to:
George Fern Company
 Expositions • Corporate Events • Exhibits

Nationwide

3752 Crittenden Drive Louisville, Kentucky 40209-1122
 Telephone: 502.367.0254 Fax: 502.368.0284

**SHIPPING INFORMATION AND
 FREIGHT SERVICE ORDER FORM -
 PAGE 1**

DEADLINE August 4, 2008

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 George 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 forced to house carrier.

ADVANCE RECEIVING WAREHOUSE

* Label each piece of your shipment(s) as follows:
 TO: (NAME OF EXHIBITING COMPANY)
 c/o George Fern Co./Roadway Express
601 S. Hoover
Wichita, KS 67209
 Event: WATC
 Exhibitor Space #: YOUR SPACE # ASSIGNMENT
 Must arrive by: Friday, August 15, 2008

DIRECT TO EVENT SITE

* Label each piece of your shipment(s) as follows:
 TO: (NAME OF EXHIBITING COMPANY)
 c/o George Fern Co.
Century II Convention Center
225 West Douglas, Wichita, KS 67202
 Event: WATC
 Exhibitor Space #: YOUR SPACE # ASSIGNMENT
 Target arrival on: Tuesday, August 19, 2008

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	66.00
B	Crated or skidded shipments via van lines or specialized carriers, Fed-Ex, UPS, or US Mail.	Advance Warehouse	82.50
C	Shipments requiring special handling, i.e. loose, uncrated, or late freight to	Advance Warehouse	99.00
D	Crated or skidded shipments to	Event Site	62.00
E	Crated or skidded shipments via van lines or specialized carriers, Fed-Ex, UPS, or US Mail.	Event Site	77.50
F	Shipments requiring special handling, i.e. loose, uncrated, or early freight to	Event Site	93.00

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 George 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: \$ _____
TOTAL: \$ NO TAX ON DRAYAGE SERVICE _____

Name of Event **WATC #4-5372-08** Booth# _____ Phone () _____
 Firm Name _____ Fax # () _____
 Address _____ E-Mail _____
 Street City State Zip Code
 Print/Type Name _____ Signature _____ Date _____

SHIPPING INFORMATION AND
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PAGE 2

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George Fern Co. must be advised (3) three weeks in advance of delivery date of any oversized freight (single pieces over 3500 lbs. or odd shaped pieces) which will require unloading / reloading.

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 George 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 LOSS OR DISAPPEARANCE The George Fern Company and its subcontractors are not, and cannot be, responsible for loss or disappearance of the material of the exhibitor after such material has been delivered to the Exhibitor's booth. Relative to inbound shipments, there may be a lapse of time between the delivery of shipment(s) to the applicable booth by the George Fern Company or its subcontractors, and the arrival of Exhibitor's representative at the booth. During such time the shipment(s) will be left unattended in the booth. The George Fern Company and its subcontractors shall not be responsible for any loss or damage that may occur during such period.

Similarly, the George Fern Company and its subcontractors cannot be responsible for loss or disappearance of Exhibitor's material before Exhibitor's material is picked up from the Exhibitor's booth for loading after the exhibition. All bills-of-lading covering outgoing shipments that are given to the George Fern Company by the Exhibitor will be checked at the time of pick-up from the booth, and corrections will be made at such time if discrepancies exist. Relative to outgoing shipments, it is possible that there will be a lapse of time between the completion of the packing and the pick up of material from the booths for loading onto a carrier, and during such time the shipment(s) will be left unattended in the booth. The George Fern Company and its subcontractors shall not be responsible of any loss or damage that may occur during such period. The George Fern Company and its subcontractors will adjust the quantities of items on any bill-of-lading submitted to the George Fern Company or its subcontractors to conform to the actual count of such items in the booth at the time of pick-up and shipment.

DISPUTES In the event of any dispute between an Exhibitor and the George Fern Company relative to any loss of or damage to such Exhibitor's material, such Exhibitor shall not be entitled to and shall not withhold payment of any amount due to the George Fern Company for any services provided by the George Fern Company as any offset against the amount of any alleged loss or damage. Instead, such Exhibitor shall pay the George Fern Company within thirty days from the close of the exhibition to which Exhibitor's shipment(s) relates(s) for all service, and such Exhibitor shall pursue any claim against the George Fern Company independently as a completely separate transaction to be resolved on its own merits. No claims for loss or damage will be considered until payment in full for all services performed by the George Fern Company has been received.

INSURANCE Exhibitors are urged to carry all-risk floater insurance covering their materials against damage, loss, theft and all hazards from the time shipment is made prior to the show until shipments are returned after the show.

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 WATC #4-5372-08 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.