

Extreme Family Expo & Events

11226 Satellite Blvd. Orlando, Florida 32837
Telephone: 407-227-6732

Florida Building Engineering
& Facility Maintenance

Florida State Fairgrounds

August 5, 2020

MATERIAL HANDLING RATE SCHEDULE

Freight to warehouse will be accepted starting on **July 6, 2020**.

Ship prepaid only - collect shipments will be refused. Loose and uncrated materials will be received at show site only. **ANY ADVANCE SHIPMENTS RECEIVED AFTER July 31, 2020 WILL BE REFUSED AND SHOULD BE REROUTED FOR DELIVERY TO THE SHOW SITE.** All charges are based on in-bound weights only.

ADVANCE WAREHOUSE SHIPMENT

Rates Include:

- Unloading crated material
- Storing at EFE&E warehouse for up to 30 days
- Reloading onto trucks and delivery to exhibit site
- Unloading materials and delivery to your booth
- Removing of empty shipping containers from your booth, storing and returning at close of show
- Reloading materials onto outbound transportation

Advantage:

- 30 day window for receipt of materials
- Materials in your booth prior to your arrival
- Ability to trace freight in advance of exhibition
- Advance notification in the event of visible damage to materials
- Installation labor can be easily scheduled

SHOW SITE SHIPMENT

MUST ARRIVE DURING **8:00 am to 4:30 pm ON**

August 4, 2020 ONLY

Rates Include:

- Unloading materials when received and delivery to your booth
- Removal of empty shipping containers from your booth, storing and returning at close of show
- Reloading materials onto outbound transportation

Important Factors:

- Materials must be received only on designated date(s)
- Limited control of delivery time schedule
- Unloading will occur on a "first come, first serve" basis as off loading area(s) become available
- Tracing capabilities diminish
- Limited time for repair/replacement in the event of damage
- Difficult to schedule installation labor

Please use following labels to address your shipment(s).

Advance Warehouse: 93.75 per CWT

with a 200 lb minimum (CWT = 100 lbs)

Charges for these services will be based on the inbound weight per shipment and will be rounded up to the nearest hundred weight.

Please use following labels to address your shipment(s).

Show Site: \$87.50 per CWT

with a 200 lb minimum (CWT = 100 lbs)

Charges for these services will be based on the inbound weight per shipment and will be rounded up to the nearest hundred weight.

_____ lbs. x \$93.75 per CWT + 7.0% tax = _____

_____ lbs. x \$87.50 per CWT + 7.0% tax = _____

Exhibiting Company Name

Booth #

Due to insurance & liability reasons, the use of forklifts, dollies, hand trucks and moving equipment is strictly prohibited and will require the use of EFE&E Labor. Please contact your EFE&E Representative at 407-227-6732.

SCHEDULE OF RATES: ALL ADVANCE SHIPMENTS RECEIVED AFTER July 17, 2020 WILL BE SUBJECT TO A 25% LATE HANDLING CHARGE.

SPECIAL HANDLING SURCHARGES: Materials delivered in a manner that require additional handling, such as ground unloading; stacked or constricted space unloading; designated piece unloading; mixed loads; no documentation or supporting paperwork FedEx, UPS, USPS; shipments that require additional time, equipment or labor to unload; loose or pad-wrapped materials; and/or un-skidded machinery will be assessed a **25% special handling fee**. A surcharge will be assessed for special trips, handling of shipments arriving at the advance warehouse after initial installation date, or for shipments arriving at show site after scheduled set-up times.

When move-in or move-out times are scheduled during **overtime hours** due to circumstances beyond the control of Extreme Family Expo & Events, LLC an additional 25% in and/or 25% out will be applied. Overtime hours: Monday through Friday before 8:00 AM and after 4:30 PM, all hours on Saturday, Sunday and Holidays. **NOTE: Above prices include outbound overtime.**

Extreme Family Expo & Events, LLC will not be responsible for damage to uncrated and/or unskidded exhibit material, nor will we be responsible for concealed damage to material.

SHIPPING INSTRUCTIONS AT CLOSE OF SHOW (FOR INFORMATION PURPOSES ONLY). YOU ARE STILL REQUIRED TO FILL OUT A BILL OF LADING AT SHOW SITE.

Consign To:			
Street Address:			
City:		State:	
Zip:			
Name of Carrier:	Motor Freight:	Air:	Van Line:
If Prepaid, Bill To:			
City, State and Zip:			

ALL SHIPMENTS MUST ARRIVE PREPAID

- Shipments must be consigned to Extreme Family Expo & Events, LLC as hotel and convention sites do not have the facilities to receive such shipments and may refuse them.
- Extreme Family Expo & Events, LLC will not be responsible for piece count or condition of shipments that are delivered without supporting bill of lading or delivery slip (i.e. FedEx, UPS).
- It is understood that Extreme Family Expo & Events, LLC and its subcontractors do not automatically insure materials, that insurance, if any, shall be arranged by the Exhibitor and the amounts payable to EFE&E for material handling services are based on the value of the material handling services and the scope of EFE&E's liability as herein set forth. The amounts payable to EFE&E are unrelated to the value of the Exhibitor's property being handled by EFE&E or its subcontractor. It is impractical and extremely difficult to fix the value of each shipment handled by EFE&E or its subcontractors. It is agreed therefore that if EFE&E or its subcontractors should be found liable for loss or damage to Exhibitor's materials, the liability shall be limited to the specific article that was physically lost or damaged. Such liability shall be limited to a sum equal to 30 cents per pound per article, with a maximum liability of \$500 per item, or \$1,000 per shipment, whichever amount shall be less, as agreed upon damages and not as a penalty, and such agreed upon damages shall be the Exhibitor's exclusive remedy.
- Make certain all your material is properly insured against fire, theft and all hazards while in transit to and from your booth.
- Exhibitor routings on outbound shipments will be honored when possible. However, we reserve the right to reroute as necessary. All outbound shipments must be tendered with a bill of lading. In the event the designated carrier fails to pick up by the specified time, such shipments will be rerouted by Extreme Family Expo & Events, LLC. **Specified (freight force) time can be obtained at the EFE&E Service Desk or by calling Customer Service.**
- All shipments requiring special handling for any reason, or due to length, width or height, will be handled on a time and material basis.
- Extreme Family Expo & Events, LLC as the Official Service Contractor, shall have control over all freight docks, doors, elevators and crate storage areas. Any shipment not handled by Extreme Family Expo & Events, LLC but for which Extreme Family Expo & Events, LLC is required to handle the storage of the empty shipping containers, a charge will be assessed.
- To avoid confusion, remove all expired shipping labels before shipment.
- Collect shipments will not be accepted unless written authorization is furnished by the shipper to accept the shipment. There will be a 25% surcharge (\$15.00 minimum) based on the amount advanced by Extreme Family Expo & Events, LLC.
- In the event freight is left on the show floor without a bill of lading on file with EFE&E, it will be shipped via ArcBest/ABF Freight collect, and will be charged a \$50.00 administrative fee by EFE&E.

**EXTREME FAMILY EXPO & EVENTS, LLC WILL ROUTE ALL SHIPMENTS
UNLESS SPECIAL ADVANCE ARRANGEMENTS ARE MADE.**

INSURANCE

Extreme Family Expo & Events, LLC will not be responsible for the count or content of material after it has been placed in the exhibit area, before or during installation time, at the conclusion of the event, or prior to taking physical count and possession in preparation to moving such materials. You agree to hold harmless Extreme Family Expo & Events, LLC for responsibility for concealed and/or apparent damage to uncrated and/or unskidded exhibit material.

TERMS

Charges due upon presentation of invoice at show; payment received within 30 days of invoice date will be net, thereafter interest at the rate of 18% per annum will be added to the unpaid balance of the invoice until it is paid.

To assure the orderly processing of your material-handling service requirements it is absolutely essential that this form be READ, COMPLETED and SIGNED by an officer of your organization, and email to exhibitorservices@extremefamilyexpo.com.

Company Name:	Address:
Attention of:	City/State:
Signature:	Title:
Name of Show:	Booth #:

EXHIBITOR MATERIALS		ADVANCE WAREHOUSE
From (Shipper): _____ _____		
To: _____ (Exhibitor Name)		
FL BLDGS ENGINEERING & FACILITY MAINTENANCE c/o Extreme Family Expo & Events 11226 Satellite Blvd. Orlando, FL 32837 ADVANCE FREIGHT MUST BE DELIVERED BY: July 31, 2020 Booth #: _____ No. _____ of _____ Pieces		

EXHIBITOR MATERIALS		ADVANCE WAREHOUSE
From (Shipper): _____ _____		
To: _____ (Exhibitor Name)		
BLDGS ENGINEERING & FACILITY MAINTENANCE c/o Extreme Family Expo & Events 11226 Satellite Blvd. Orlando, FL 32837 ADVANCE FREIGHT MUST BE DELIVERED BY: July 31, 2020 Booth #: _____ No. _____ of _____ Pieces		

EXHIBITOR MATERIALS		ADVANCE WAREHOUSE
From (Shipper): _____ _____		
To: _____ (Exhibitor Name)		
BLDGS ENGINEERING & FACILITY MAINTENANCE c/o Extreme Family Expo & Events 11226 Satellite Blvd. Orlando, FL 32837 ADVANCE FREIGHT MUST BE DELIVERED BY: July 31, 2020 Booth #: _____ No. _____ of _____ Pieces		

EXHIBITOR MATERIALS		ADVANCE WAREHOUSE
From (Shipper): _____ _____		
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BLDGS ENGINEERING & FACILITY MAINTENANCE c/o Extreme Family Expo & Events 11226 Satellite Blvd. Orlando, FL 32837 ADVANCE FREIGHT MUST BE DELIVERED BY: July 31, 2020 Booth #: _____ No. _____ of _____ Pieces		

EXHIBITOR MATERIALS

From (Shipper):

To: _____

(Exhibitor Name)

FL BLDGS ENGINEERING & FACILITY MAINTENANCE
c/o Extreme Family Expo & Events
Florida State Fairgrounds
4800 US Highway 301 North
Tampa, FL 33610

FREIGHT MUST BE DELIVERED ON:
on August 4, 2020 ONLY

Booth #: _____

No. _____ of _____ Pieces

SHOW SITE

EXHIBITOR MATERIALS

From (Shipper):

To: _____

(Exhibitor Name)

FL BLDGS ENGINEERING & FACILITY MAINTENANCE
c/o Extreme Family Expo & Events
Florida State Fairgrounds
4800 US Highway 301 North
Tampa, FL 33610

FREIGHT MUST BE DELIVERED ON:
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Booth #: _____

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Booth #: _____

No. _____ of _____ Pieces

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PRE-PRINTED OUTBOUND SHIPPING LABELS REQUEST

Please complete this form and return to EFE&E to receive printed labels. They will be available at the EFE&E Service Desk at the close of the show.

Shipping Destination 1: Number of labels: _____

Please print clearly or type.

Company:	Contact :	Booth Number:
Street Address:	City:	State: Zip Code :

Shipping Destination 2: Number of labels: _____

Company:	Contact :	Booth Number:
Street Address:	City:	State: Zip Code :

Shipping Destination 3: Number of labels: _____

Company:	Contact :	Booth Number:
Street Address:	City:	State: Zip Code :

Once your shipment is packed, ready to go, and has labels on it, return your Bill of Lading (BOL) to the EFE&E Service Desk. Shipments without the BOL turned in will be shipped by the official show carrier at the exhibitor's expense.

PRINT CLEARLY OR TYPE:

****Signature also indicates you have read and agree to EFE&E's payment policy****

Company Name: _____ Booth # _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Authorized Name (Print): _____ Signature: _____

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For discount price, order and payment must be received by **July 22, 2020**. Orders received after the discount deadline may be substituted based on availability.

PAYMENT POLICY & CREDIT CARD AUTHORIZATION FORM

Discount Prices: To qualify for discount prices, orders must be received with full payment on or before the discount deadline.

Payment for Services: **We require your credit card charge authorization to be on file with EFE&E even if paying by check, cash or bank wire transfer.**

Payment may be made by company check, cash, wire transfer or credit card authorization. For your convenience, we will use your charge authorization for any unpaid balances.

Any additional costs incurred for orders or services placed at show site are due and payable upon order placement. All adjustments must be made at show site.

ABSOLUTELY NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.

All accounts must be settled at the EFE&E Service Desk prior to show closing. Your show site representative must be made aware of this policy and have means of payment, unless credit card authorization is provided.

If paying by credit card, this form will be used as your authorization to charge any additional amounts incurred by you or your show representative, including material handling and labor charges. Any charge back fee resulting from invalid charge disputes will incur a \$50.00 fee per occurrence. **If any part of your credit card information is incorrect or is not provided a \$50.00 credit card processing fee may be assessed**

In the event that you have arranged for an agent to handle your display, your agent will be required to adhere to this policy as we will not bill a third party. If this policy is not adhered to, the exhibitor shall then be liable for payment.

INTERNATIONAL EXHIBITORS: We require 100% pre-payment of advance order(s). Payment must be rendered by wire transfer, cash, company check payable in U.S. dollars drawn on a U.S. account, American Express, MasterCard or Visa Credit Cards.

Exhibitors will be assessed a \$50.00 service charge for any returned check(s) or declined credit cards for each occurrence. **A finance charge of 1 1/2% per month (18% per annum) will be added to any outstanding invoices.**

Bill of Lading: All freight left on show floor without a bill of lading on file with EFE&E will be shipped via ArcBest/ABF Freight collect and will be charged a \$50.00 administrative fee by EFE&E.

This form is Mandatory and must be filled out and returned to EFE&E for your order(s) to be processed. I agree in placing this order that I have accepted EFE&E Payment Policy.

PLEASE PRINT CLEARLY OR TYPE: Check the appropriate box, list card number, expiration date and CVV Code.

American Express Master Card VISA Expiration Date _____ CVV CODE _____

Credit Card Number

Cardholder's Name (please print or type):

Cardholder's Billing Address:

PRINT CLEARLY OR TYPE:

****Signature also indicates you have read and agree to EFE&E's payment policy****

Company Name: _____ Booth # _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____