



&\$&' SHOW & SHIPPING INFO SHEET

D< =@MfGP-FM SHOW INFORMATION

Exhibitor Move-In Hours:

Tuesday, October 3, 2023 from 12:00PM to 6:00PM

Wednesday, October 4, 2023 from 7:00AM to 8:00AM

All exhibits must be completely installed by: 8:00AM on Wednesday, October 4, 2023.

Show Hours:

Wednesday, October 4, 2023 from 9:00AM to 2:00PM

Exhibitor Move-Out Hours:

Wednesday, October 4, 2023 from 2:00PM to 4:00PM

All equipment & exhibit materials must be completely removed from the show floor by: 4:00PM on Wednesday, October 4, 2023.

Note: All Carriers must check in at the dock or service desk two hours prior to FLOOR closing time or freight will be shipped C.O.D. via YRC or UPS.

D< =@MfGP-FM SHIPPING INFORMATION

Advance Warehouse Shipping Address:

Name of Exhibiting Company

Your Booth Number

2023 Greater Philadelphia Buildings & Facility Maintenance Show

Grtr Phila Buildings & Facility Maintenance Show

General Exposition Services

205 Windsor Road

Limerick Business Center

Pottstown, PA 19464

Advance Warehouse Discount Deadline: Friday, September 22, 2023

Last Date to Arrive at Warehouse Address: Monday, September 28, 2023

Warehouse receiving hours: Monday - Friday 8:30 AM - 11:45 AM and 12:30 PM - 4:30 PM

Direct Show Site Shipping Address:

Name of Exhibiting Company

Your Booth Number

2023 Greater Philadelphia Buildings & Facility Maintenance Show

Greater Philadelphia Expo Center - HALL B

c/o General Exposition Services

100 Station Ave

Oaks, PA 19456

Direct Show Site Delivery: Tuesday, October 3, 2023 from 8am-4pm.

No Freight will be accepted On-Site in advance of October 3, 2023 at show site.

Please call 508.824.3343 if you have any questions.

RUSH!

EXHIBITION FREIGHT

FROM: _____

TO: _____

Exhibiting Company

#

Name of Exhibition

Booth Number

**Grtr. Phila Buildings & Facility
Maintenance Show
General Exposition Services
205 Windsor Road
Limerick Business Center
Pottstown, PA 19464**

**Warehouse Discount Arrival Date: Friday, September
22, 2023**

Carrier _____

Number of Pieces _____

RUSH!

EXHIBITION FREIGHT

FROM: _____

TO: _____

Exhibiting Company

#

Name of Exhibition

Booth Number

**Grtr. Phila Buildings & Facility Maintenance Show
General Exposition Services
205 Windsor Road
Limerick Business Center
Pottstown, PA 19464**

**Warehouse Discount Arrival Date: Friday, September
22, 2023**

Carrier _____

Number of Pieces _____

RUSH!

EXHIBITION FREIGHT

FROM: _____

TO: _____

Exhibiting Company

#

Name of Exhibition

Booth Number

**Grtr. Phila Buildings & Facility
Maintenance Show
General Exposition Services
205 Windsor Road
Limerick Business Center
Pottstown, PA 19464**

**Warehouse Discount Arrival Date: Friday, September
22, 2023**

Carrier _____

Number of Pieces _____

**These Labels
Are for
Shipments to the**

Warehouse

RUSH!

EXHIBITION FREIGHT

FROM: _____

DIRECT SHIPMENT

TO: _____

Exhibiting Company

- #

Name of Exhibition

Booth Number

**Grtr. Phila Buildings & Facility
Maintenance Show
Greater Philadelphia Expo Center
c/o General Exposition Services
100 Station Ave
Oaks, PA 19456**

Shipment will be accepted: *Tuesday, October 3, 2023*

Carrier _____

Number of Pieces _____

RUSH!

EXHIBITION FREIGHT

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DIRECT SHIPMENT

TO: _____

Exhibiting Company

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Name of Exhibition

Booth Number

**Grtr. Phila Buildings & Facility Maintenance
Show
Greater Philadelphia Expo Center
c/o General Exposition Services
100 Station Ave
Oaks, PA 19456**

Shipment will be accepted: *Tuesday, October 3, 2023*

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Name of Exhibition

Booth Number

**Grtr. Phila Buildings & Facility
Maintenance Show
Greater Philadelphia Expo Center
c/o General Exposition Services
100 Station Ave
Oaks, PA 19456**

Shipment will be accepted: *Tuesday, October 3, 2023*

Carrier _____

Number of Pieces _____

**These labels are
for
Direct shipments
to the
Show Site**

Material Handling Information

Advanced Warehousing

Common Carrier Shipments of exhibit materials consigned to General Exposition Services' warehouse must arrive no later than three (3) business days prior to the event date. Exhibit material may be delivered up to thirty (30) days prior to the show installation date and receive free storage. Longer storage time may be arranged for at an additional fee.

Condition of Shipment

ALL SHIPMENTS MUST BE PALLETIZED OR CRATED. LOOSE OR UNCRATED MATERIAL WILL NOT BE ACCEPTED. GENERAL EXPOSITION SERVICES IS NOT RESPONSIBLE FOR CONCEALED DAMAGE OR LOOSE ARTICLES.

Local Drayage

Exhibit materials will be delivered to your booth prior to or during the designated installation period. Empty crates, cartons, and cases will be removed from your booth after completion of installation and stored off-site during the event. Please place Storage stickers with your company name on your empty containers. After the event, empty containers will be returned to the respective booth.

It is not General Exposition Services' responsibility to unpack or pack exhibit materials.

Outbound shipments require an outbound bill of lading. Once the shipments is packed and properly labeled, the bill of lading must be returned to a representative of General Exposition Services. Any shipments left on the show floor without a bill of lading will be shipped to the exhibiting company at their expense. ALL SHIPMENTS MUST HAVE A BILL OF LADING PRIOR TO LEAVING THE CONVENTION FACILITY.

Outbound Shipments

Shipping information, bills of lading, and labels will be available from a General Exposition Services Representative. Exhibitors selecting non-official carriers will need to make their own arrangements for pick-up.

After the show, General Exposition Services can provide delivery back to the warehouse as an option for an additional fee. If you select this option, you are able to schedule your carrier of choice to pick up your freight materials at the warehouse address. Call General Exposition Services at the above phone number to select this option.

Payment

Payment for local drayage and, where appropriate, storage services must be prepaid prior to receiving the items at your exhibiting space. Forms of payment accepted are company check, wire transfer, or credit card. General Exposition Services requires a credit card to be on file for all material handling services. Failure to do any of this may delay the expediting of your materials.

How Are Drayage Rates Determined?

Since union labor is used to move freight, General Exposition Services must set the rate based on the labor rate in that city. Drayage rates also reflect the cost of empty storage space and the overall cost to produce the tradeshow. Drayage rates will vary depending on move-in and move-out times.

General Exposition Services

205 Windsor Rd
Limerick Business Center
Pottstown, PA 19464

Tel: (610) 495-8866
Fax: (610) 495-8870

Insurance

General Exposition Services shall not be liable for any loss or injury to the exhibit material stored with or transported by General Exposition Services however caused, unless such loss or injury resulted from the failure by General Exposition Services to exercise such care in regard to it as a reasonably careful person would exercise under like circumstances. General Exposition Services is not liable for damages which could not have been avoided by the exercise of such care. Goods are not insured by General Exposition Services against loss or injury unless specifically so provided in writing. EXHIBITOR ACKNOWLEDGES RECEIPT OF THE ATTACHED LIMITATIONS OF LIABILITY.

General Exposition Services shall not be liable for injury or damage to fragile articles, which are defined for purposes of this agreement as all articles susceptible to breakage or crushing, which are not both packed and unpacked by General Exposition Services' employees.

Documents, currency, money, jewelry, waters, precious stones, or articles of extraordinary value must be specifically disclosed in writing. General Exposition Services will not be liable for their loss or damage.

Exhibitors are encouraged to carry "all-risk" insurance covering materials against damage, loss and all other hazards from the time shipments are made prior to the show until shipments are received by exhibitor after the show. General Exposition Services is not an insurer and will not be liable for any loss resulting from any failure to insure the materials covered under this agreement.

Safety and Security

General Exposition Services will not be responsible for the condition, count, or content of exhibit materials once they are placed in the booth. This applies even if the exhibitor is not present when the materials are delivered, or picked up. All orders received by General Exposition Services prior to the removal of the exhibit materials are subject to final count and correction made at the time of actual removal.

Prohibited Material

General Exposition Services will not accept the following material for warehousing and transport to the exhibition space:

- Live Animals
- Hazardous Substances which shall include, without limitation, any flammable explosives, radioactive materials, hazardous materials, hazardous wastes, hazardous or toxic substances, hazardous or toxic pollutants or related materials, asbestos or any material containing asbestos, or any other substance, mixture, waste, compound, material, element, product or matter as defined by any federal, state, or local environmental law, ordinance or rule.
- Explosives, including fireworks
- Items which require climate control
- Firearms
- Any items, or substances that are prohibited from shipment to, or display at the exhibition space