



Huntington Place  
 Detroit, MI  
 January 14, 2023

**INBOUND SHIPPING INFORMATION**

**Advanced Warehouse Shipping:**

Huntington Place has no facilities for receiving exhibit materials prior to a specified move in date; therefore, advance warehousing is available. CSS will receive and store freight at our warehouse beginning Friday, December 30<sup>th</sup>, 2023 through Wednesday, January 11<sup>th</sup>, 2023, by which all advanced freight must be received. Warehouse receiving hours are Monday through Friday, 8:30 a.m. to 4:00 p.m. EST. Freight will be transported to show site on the first scheduled day of move-in. Service includes delivery of freight to booth space, on-site storage of empties, and loading out outbound freight.

Mark and consign all shipments as follows:      *COMPANY NAME & BOOTH NUMBER*  
 2023 Belle Tire c/o CSS  
 c/o Convention & Show Services, Inc.  
 1250 John A Papalas Drive  
 Lincoln Park, MI 48146

This service is provided @ **\$100.00** per CWT (100 lbs.) with a **200 lb. minimum** charge per shipment. All shipment weights are rounded up to the next 100 CWT. All shipments must be prepaid, collect shipments will not be accepted. The phone number for the advanced warehouse is (313) 386-5555.

Description	Weight		CWT		Estimated Due
		Divided by 100 =		x \$100.00 =	

**Direct (Show Site) Shipping: January 12, 2023 from 1:00 p.m. – 5:00 p.m. and January 13, 2023 from 9:00 a.m. – 4:30 p.m.**

CSS will receive freight during the posted above scheduled exhibitor move-in date and times. Service includes delivery of freight to booth space, on-site storage of empties, and loading out outbound freight. Freight that arrives prior to the specified move-in date and times will be refused by Huntington Place and may result in being charged a redirect fee by your freight carrier.

Mark and consign all shipments as follows:      *COMPANY NAME & BOOTH NUMBER*  
 2023 Belle Tire c/o CSS  
 Huntington Place – Hall D  
 1 Washington Blvd.  
 Detroit, MI 48226

This service is provided @ **\$120.00** per CWT (100 lbs.) with a **200 lb. minimum** charge per shipment. All shipment weights are rounded up to the next 100 CWT. All shipments must be prepaid, collect shipments will not be accepted.

Description	Weight		CWT		Estimated Due
		Divided by 100 =		x \$120.00 =	

SHIPPER (NAME) \_\_\_\_\_ CARRIER \_\_\_\_\_

SHIPPING TO (CIRCLE ONE) **ADVANCE WAREHOUSE** OR **DIRECT (SHOW SITE)**

EST. # OF SHIPMENTS \_\_\_\_\_ EST. TOTAL WEIGHT OF ALL \_\_\_\_\_

All shipments should be insured by the exhibitor from the time they leave their firm until they are returned from the show. This can be done by adding a "rider" to an existing policy. CSS shall not be responsible for damage to uncrated materials improperly packed, for any concealed damage, for loss or theft of materials after they have been delivered to the booth, or before we have picked them up for loading out of the exhibit hall. We are not responsible for shipments left in the booth by the exhibitor. We will count and ship pieces as we remove them from the exhibit hall. At the close of the show, where carriers fail to pick up or refuse to accept shipments, CSS reserves the right to re-route such shipments where no destination is provided, or material may be hauled to a warehouse pending advice from the exhibitor and they will be charged accordingly for this service. No liability will be assumed as a result of such re-routing or handling. The foregoing rates do not include any erection, uncrating, unskidding, dismantling, crating, skidding to booth or blocking or bracing cars. Convention & Show Services, Inc. serves as a contractor only and abides by the hours scheduled by the Exhibit Facility and sponsoring association.

Exhibitor Name:		Booth/Room #:	
Address:			
City:	State:	Zip:	
Phone:	Fax:		
Email Address:			
Signature:		Print Name:	

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