



1250 John A Papalas Dr., Lincoln Park, MI 48146
 p: (313)386-5555 f: (313)386-2048

**Integr8 2019
 Cobo Center
 November 6th, 2019**



INBOUND SHIPPING INFORMATION

Advance Warehouse:

Cobo Center 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 up to thirty (30) days in advance of scheduled show load in. 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
 2019 Integr8
 c/o Convention & Show Services
 1250 John A Papalas Drive
 Lincoln Park, MI 48146

This service is provided @ **\$79.00** 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 advance warehouse is (313) 386-5555.

Description	Weight		CWT		Estimated Due
		Divided by 100 =		x \$79.00 =	

Direct (Show Site) Shipping:

Direct to show site shipments **will not** be accepted at Cobo Center. All exhibit materials must be sent in advance to the CSS warehouse. Any materials shipped to Cobo Center will be consigned to CSS and you will be billed higher material handling charges by CSS and **A 30% (\$50 minimum) surcharge**. For Outbound shipments, carriers must pick up freight from the Exhibit site address.

Tips to Save on Material Handling

Consolidate shipments - when total weight is less than 200 lbs. For Example:

<u>3 Separate Shipments</u>	<u>1 Consolidated Shipment</u>
60 lbs. charged @ 200 lbs. \$ 158.00	3 pieces (1 shipment)
52 lbs. charged @ 200 lbs. \$ 158.00	177 lbs. charged @ 200 lbs. = \$158.00
65 lbs. charged @ 200 lbs. \$ 158.00 = \$474.00	

Added benefit - your shipments are less likely to get misplaced if they are packaged together with larger items

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. 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. 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. 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.

Company Name:		Booth Number:	
Address:			
City:		State:	Zip:
Phone:		Fax:	
Email Address:			
Signature:		Print Name:	