



## MATERIAL HANDLING SERVICES

### SERVICE A – WAREHOUSE – CRATED\* MATERIALS

1. Receive at our warehouse up to thirty (30) days prior to installation date, all cased, crated or packaged exhibit materials.
2. Deliver all materials to the loading dock at the facility on installation date and place same in proper exhibit space. Additional charges will apply if materials must be uncrated to fit into facility. Please call for rates.
3. Arrange for storage of all empty containers.
4. After verifying outbound load with on-site exhibitor, freight is released to a CCS representative. All materials are removed from exhibit space within 3 hours of close of show and reloaded at dock with preferred carriers-UPS Freight and Fed Ex Express.
5. Use of non-preferred carriers, return of freight to warehouse or additional trips will incur extra charges\*.  
RATE: FOR THE ABOVE COMPLETE SERVICE: \$100.00 (plus tax) per cwt. (hundred weight, 200lb. min.)  
MINIMUM CHARGE: \$200.00 (plus tax) per shipment. Charges are determined by inbound bill of lading and based on round trip service whether used completely or in part.

Shipments consigned to our warehouse must arrive prepaid and on or prior to 6 working days prior to show set-up to avoid a 50% surcharge to the rate quoted.

**Do not send freight taller than 8'**  
**Please call in advance for quote on forklift service.**

**EXHIBITORS SHOULD MARK AND CONSIGN THEIR SHIPMENT AS FOLLOWS:**

**PLEASE SIGN FOR AUTHORIZATION OF SERVICES**

Company Name: \_\_\_\_\_  
Show Name: \_\_\_\_\_  
Booth #: \_\_\_\_\_  
C/O Cherry Convention Services, Inc.  
3866 Oakcliff Industrial Court  
Doraville, GA 30340-3407

This page with signature must be returned prior to releasing freight at show site.

### SERVICE B – HANDLING CRATED\* MATERIAL SHIPMENTS AT THE EXHIBITION FACILITY

If exhibitor desires to have crated materials delivered directly to the exhibition facility, freight must be labeled C/O CHERRY CONVENTION SERVICES: We will receive all shipments delivered to the loading platform on installation date and place materials in exhibit space, store all empty containers, remove materials from exhibit space within 3 hours of close of show and reload at dock.

RATE: \$87.50 (plus tax) per cwt. (hundred weight).  
MINIMUM CHARGE: \$175.00 (plus tax) per shipment

\*UNCRATED MATERIALS will incur an additional charge of \$20.00 (plus tax) per hundred weight to above charges.  
If loading dock is not available, freight may have a maximum weight of 2200 pounds and not exceed size dimensions above.

### SERVICE C - SMALL PACKAGE

Cartons and envelopes with a maximum weight per shipment of 25 pounds or less will be received at Cherry Convention Services warehouse with same services provided in **SERVICE A**. Cost per shipment will be \$40.00 (plus tax).

\*Any freight returned to warehouse for outbound shipping (except for Fed Ex Express and UPS Freight) will be charged \$30.00 (plus tax) per hundred weight (based on inbound bill of lading).

### ALL OF THE ABOVE SERVICES ARE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS LIMITATIONS OF CHERRY CONVENTION SERVICES LIABILITY AND RESPONSIBILITY.

1. Cherry Convention Services shall not be responsible for damage to uncrated materials, materials improperly packed, or concealed damage.
2. Cherry Convention Services shall not be responsible for loss, theft or disappearance of exhibitor's materials after same have been delivered to exhibitor's booth.
3. Cherry Convention Services shall not be responsible for loss, theft or disappearance of materials before they are picked up from exhibitor's booth for reloading after the show. Bills-of-lading covering outgoing shipments which are furnished to Cherry Convention Services by exhibitors will be checked at time of actual pickup from booth and corrections made where discrepancies occur.
4. Cherry Convention Services shall not be responsible for any loss, damage or delay due to fire, Acts of God, strikes, lockouts or work stoppages of any kind, or to any causes beyond its control.
5. Cherry Convention Services liability shall be limited to the physical loss or damage to the specific article which is lost or damaged, and in any event Cherry Convention Services maximum liability shall be limited to \$0.30 per pound per article, with a maximum liability of \$50.00 per item and \$1,000.00 per shipment.
6. Cherry Convention Services shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profit or revenues, or for any collateral costs which may result from any loss or damage to exhibitor's materials which may make it impossible or impractical to exhibit same.
7. The consignment or delivery of a shipment to Cherry Convention Services by an exhibitor, or by a shipper on behalf of any exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin. All handling charges are the responsibility of the exhibitor.

**NOTE: PAYMENT OF THE TOTAL ESTIMATED CHARGES OR CREDIT CARD AUTHORIZATION MUST BE RECEIVED PRIOR TO RELEASE OF FREIGHT AT MOVE-IN OF THE SHOW**