

Art Craft DISPLAY, INC. <small>A DIVISION OF ART CRAFT SERVICE GROUP</small>	<h1 style="margin:0;">FREIGHT HANDLING</h1>	ART CRAFT USE ONLY V <input type="checkbox"/> MC <input type="checkbox"/> AE <input type="checkbox"/> CKP _____ REC'D BY _____ EXP. DATE _____ CKF _____ DATE _____ CC# _____ \$ _____	DP
RETURN TO: 3140 Three Mile NW • Grand Rapids, MI 49534 • (616)791-8024 • Fax (616)791-8154 • grandrapids@artcraftdisplay.com			
SHOW NAME _____	LOCATION _____	SHOW DATES _____	
COMPANY _____	BOOTH # _____	BOOTH SIZE _____ X _____	
ADDRESS _____	address _____ city _____ state _____ zip _____		
PHONE _____	FAX _____	EMAIL _____	
AUTHORIZED CONTACT SIGNATURE _____	AUTHORIZED CONTACT - PLEASE PRINT _____		DATE _____

- THIS FORM MUST PRECEDE YOUR SHIPMENT.**
- MINIMUM CHARGE FOR THIS SERVICE IS \$72.00 (excludes envelopes).**
- All orders must be accompanied by "Contact & Payment Information" form.**
- All orders are subject to the enclosed Terms, Conditions and Policies.**
- ALL ORDERS MUST BE PAID IN FULL PRIOR TO DELIVERY OF FREIGHT TO YOUR BOOTH.**

***Credit Card Information
Required with All Orders.***

WHERE TO SHIP	
<ul style="list-style-type: none"> All shipments must be sent labeled as follows: TO: (EXHIBITING FIRM NAME) BOOTH#: _____ FOR: (EVENT NAME & DATE) C/O ART CRAFT DISPLAY, INC. 303 MONROE AVE NW GRAND RAPIDS, MI 49503 	<ul style="list-style-type: none"> All pieces should be labeled separately. Please use the enclosed shipping labels to expedite your shipment. You may make additional copies as needed. ABSOLUTELY NO PERISHABLE OR HAZARDOUS MATERIALS

RATE SCHEDULE and TABLE			
ONE-WAY RATES	Under 5,000 pounds	5001 - 15,000 pounds	Over 15,000 pounds
	\$.36 per lb.	\$.32 per lb.	\$.27 per lb.
ENVELOPE RATES	\$20.00 per envelope		
SPECIAL CHARGES	ALL SHIPMENTS MUST BE RECEIVED AT OUR WAREHOUSE BETWEEN 3 AND 30 DAYS PRIOR TO FIRST MOVE-IN DATE. SHIPMENTS RECEIVED WITHIN THE THREE (3) DAY PERIOD MAY BE SUBJECT TO LATE SHIPMENT OR SPECIAL HANDLING CHARGES.		

<i>Exhibitor: Please complete this section.</i>					
A INBOUND FREIGHT (This completed form must precede your shipment) 1. Receipt of shipments and up to 30 days storage in advance of set-up 2. Delivery of materials to booth 3. Removal of crates and storage of same during show 4. A 200 LB. MINIMUM CHARGE WILL APPLY (\$72.00 ONE WAY, excluding envelopes)	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:50%;">ESTIMATED WEIGHT</th> <th style="width:50%;">ESTIMATED AMOUNT</th> </tr> <tr> <td style="height: 20px;"></td> <td style="text-align: center;">\$</td> </tr> </table>	ESTIMATED WEIGHT	ESTIMATED AMOUNT		\$
ESTIMATED WEIGHT	ESTIMATED AMOUNT				
	\$				
B OUTBOUND FREIGHT 1. Return of crates, at close of the show, to your booth 2. Removal of shipments from booth and reloading same on outgoing carrier 3. A 200 LB. MINIMUM CHARGE WILL APPLY (\$72.00 ONE WAY, excluding envelopes)	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:50%;">ESTIMATED WEIGHT</th> <th style="width:50%;">ESTIMATED AMOUNT</th> </tr> <tr> <td style="height: 20px;"></td> <td style="text-align: center;">\$</td> </tr> </table>	ESTIMATED WEIGHT	ESTIMATED AMOUNT		\$
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DO NOT FILL IN BELOW - Art Craft Use Only			
Inbound weight: _____ lbs. x \$ _____ per lb.	\$	Envelope Rate: _____ @ \$20.00 each	\$
Outbound weight: _____ lbs. x \$ _____ per lb.	\$	TOTAL NON-TAXABLE FREIGHT HANDLING \$	
Additional Charges: _____	\$	ADVANCE PAYMENT RECEIVED \$	
Additional Charges: _____	\$	BALANCE DUE \$	