

Art Craft DISPLAY, INC. <small>A DIVISION OF ART CRAFT SERVICE GROUP</small>	FREIGHT HANDLING	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 \$74.00 (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) DeVOS PLACE 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
	\$.37 per lb.	\$.32 per lb.	\$.27 per lb.
ENVELOPE RATES	\$20.00 per envelope		

<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 (\$74.00 ONE WAY, excluding envelopes)	ESTIMATED WEIGHT _____	ESTIMATED AMOUNT \$ _____	
Special Handling Fees will apply to any single piece of freight that exceeds 4,000 lbs or 84" w x 84" d x 84" h Please call for rates.			
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 (\$74.00 ONE WAY, excluding envelopes)	ESTIMATED WEIGHT _____	ESTIMATED AMOUNT \$ _____	
TOTAL EST. INBOUND FREIGHT HANDLING CHARGES A	\$ _____	TOTAL EST. OUTBOUND FREIGHT HANDLING CHARGES B	\$ _____
		TOTAL ESTIMATED FREIGHT HANDLING CHARGES	\$ _____

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 \$ _____	
			GR 2016