



RPM CompleteXPO Services

Meeting The Needs of Today's Events!

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NeoCon® East

November 2nd-3rd, 2011
Baltimore Convention Center
Baltimore, Maryland

Material Handling Order Form

Warehouse Receiving Deadline: **October 21, 2011**

Shipments consigned to the WAREHOUSE should arrive NO LATER THAN Friday, October 21st, 2011*

**Shipments late to the Warehouse are subject to a 25% surcharge unless shipping through the Official Show Carrier, RPM Logistics.*

Shipments consigned to the SHOW SITE should arrive NO EARLIER THAN MONDAY, October 31st, 2011

Shipments consigned to WAREHOUSE:

RPM CompleteXPO Services /
NeoCon East 2011
c/o Coastal Air / American Linehaul
7525 Connelley Drive - Suite J
Hanover, MD 21076

Shipments consigned to SHOW SITE:

NeoCon East 2011
c/o RPM CompleteXPO Services
Baltimore Convention Center
Halls D, E, F, G & Swing
One West Pratt Street
Baltimore, MD 21201

HANGING SIGNS ONLY:

NeoCon East 2011 Sign Hanging Materials
c/o Brede Exposition Services / Mike Panuska
6801 Mid-Cities Avenue
Beltsville, MD 20705-1411

- The Show Name, Your Company Name and Booth Number MUST be referenced on all shipments.**

AUTHORIZATION TO PROVIDE MATERIAL HANDLING

We hereby authorize RPM CompleteXPO Services to handle our shipment(s) in accordance with the information above and, have read this order and agreed to the terms and provisions. We agree that RPM CompleteXPO Services will provide its services as our agent, and not as bailee or shipper, and if any employee of RPM CompleteXPO Services shall sign a delivery receipt, bill-of-lading, or other documents, we agree that they will do so as our agent, and we accept the responsibility therefor.

We agree, in the event of a dispute with RPM CompleteXPO Services relative to any loss or damage to any of our materials or equipment that we will not withhold payment of any amount due to them for drayage or any other services provided by RPM CompleteXPO Services as an offset against the amount of the alleged loss or damage. Instead, we agree to pay RPM CompleteXPO Services for the full amount of the invoice for all such charges, and we further agree that any claim we may have against RPM CompleteXPO shall be pursued independently as a separate transaction to be resolved on its own merits.

Please Complete	Piece Count	Estimated Weight	ST Rate Per CWT	ST Charges	OT Charges (add 25% each way)	Estimated Amount
Warehouse Advance Receiving-Crated			\$ 76.22	\$	\$	\$
Direct Shipment to Show Site-Crated			\$ 72.10	\$	\$	\$
Direct Shipment to Show Site-Uncrated			\$ 76.22	\$	\$	\$
NOTE: 200 LB MINIMUM PER SHIPMENT						TOTAL AMOUNT → \$

Description: _____

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date: