MATERIAL HANDLING INFORMATION

Freezable/Controlled Environment Shipments
Chrom Expo Services does not have facilities for shipments that require refrigeration or a controlled environment. It is the exhibitor's responsibility to make arrangements for controlled environment storage. Chrom Expo Services is not responsible for shipments that are not properly labeled.

Overtime
Overtime charges apply to shipments that meet the following guidelines:

Inbound Freight
Shipments delivered to the advance warehouse and delivered to show site before 8:00 am or after 4:30 pm on weekdays or delivered anytime on weekends or holidays.
Outbound Freight
Shipments loaded after 4:30 pm on weekdays or anytime on weekends or holidays.

Late Freight
Late Freight charges apply to shipments that meet the following guideline:
Shipments that arrive at the advance warehouse past the 5-day cut-off.
These shipments are subject to courier charges in addition to late freight charges.

Return Shipping
Exhibitors are responsible for making their own return shipping arrangements, unless using Chrom Expo Services' contracted carriers. Blank bills of lading & shipping labels will be available at the Chrom Expo Services Service Desk. Chrom Expo Services assumes NO responsibility for shipments that do not have a completed bill of lading turned in to the Service Desk.

Outbound Shipping Information

• Outbound Bills of Lading must be completed and turned into the Chrom Expo Services Service Desk on show site.
• A credit card is required for all material handling. Please complete the Credit Card Authorization and Recap of Orders form.
• Local Storage Services are available upon request.
• If you are shipping out of the show using your own freight carrier it is important that you have your own appropriate labels/tags. You will also need to schedule your shipper to arrive on show site to pick your shipment up the day that the show concludes.