



FREIGHT HANDLING SERVICE ORDER FORM

ADVANCE SHIPPING ADDRESS: Sandestin Resort
 Attn: Veal Convention Services, Inc.
 Group Name - Group Dates
 9300 Emerald Coast Parkway West
 Miramar Beach, FL 32550

Shipments will be accepted 21 days prior to group arrival date. Freight received earlier than 21 days will be subject to a weekly storage fee of thirty percent of total handling fees.

Ship to the above address using the attached labels. Orders and / or shipments received after advance freight cutoff date are subject to a 30 percent special handling fee.

For assistance with shipments and arrangements, please contact our office at 1-800-844-8325 or at orders@vealco.com.

Please use our online ordering at veal.boomerecommerce.com to place your order for Conference Package Shipping / Receiving Services.

<u>INBOUND SHIPMENTS</u>	
Up to 20 lbs	\$20 per package
21 - 50 lbs	\$40 per package
51 - 100 lbs	\$60 per package
100 + lbs	\$0.60 per pound

<u>OUTBOUND SHIPMENTS</u>	
Up to 50 lbs	\$20 per package
51- 100 lbs	\$40 per package
100 + lbs	\$0.40 per pound

Forklift Services are also available. Please contact VCS directly to arrange.

ADDITIONAL AVAILABLE SERVICES. Rates quoted in the MATERIAL HANDLING SERVICE ORDER FORM do not include any unpacking, uncrating, unskidding, positioning, leveling, blocking, spotting, bracing, installing, dismantling, repacking, recrating or reskidding. See the Forklift and Labor Order forms to order these services. On request, VCS will provide banding for securing outbound shipments at a rate of \$3 per foot, plus labor (one hour minimum). Shrink wrap of a pallet will be charged at \$30 per pallet.

RETURNED SHIPMENTS TO VCS WAREHOUSE Where no disposition has been made for outbound shipments or later scheduled pickups are necessary; VCS will return exhibit materials to the warehouse and load on outbound carriers at the rate of \$39 per CWT (with a minimum charge of \$79) for each shipment returned. Storage is available for \$1 per cubic foot per month with a monthly minimum of \$64.

Please visit vealco.com for outbound shipment instructions or contact us at orders@vealco.com

*All orders must be processed using our online ordering at: veal.boomerecommerce.com.
 Please call 1(800)844-8325 for assistance or with any questions regarding your order.*



CONFERENCE SHIPMENT LABELS

RUSH! Exhibition Freight RUSH! Exhibition Freight RUSH!

Group name: _____ Dates: _____

From: _____ To: Sandestin Resort
Attn: Veal Convention Services, Inc.
9300 Emerald Coast Parkway West
Miramar Beach, FL 3255

Exhibiting Company: _____ Booth Number: _____

Number _____ of _____ pieces. Carrier _____

RUSH! Exhibition Freight RUSH! Exhibition Freight RUSH!

Group name: _____ Dates: _____

From: _____ To: Sandestin Resort
Attn: Veal Convention Services, Inc.
9300 Emerald Coast Parkway West
Miramar Beach, FL 3255

Exhibiting Company: _____ Booth Number: _____

Number _____ of _____ pieces. Carrier _____

These shipping labels are provided for your convenience to assist in preparing shipments to the advance warehouse. Please cut along the dashed lines and affix one to each piece of your shipment to the advance warehouse. Please make additional copies of these labels as needed.

NOTE: Warehouse is not temperature controlled. Hazardous materials will not be accepted at warehouse.



OUTBOUND SHIPMENTS

To ensure that your outbound shipment is handled according to your instructions, please be advised of the following:

CONTACT YOUR CARRIER TO SCHEDULE PICK UP OF YOUR SHIPMENT.

You must call your carrier to make arrange, unless you are using the show recommended carrier. Carriers, including FED EX and UPS, will not pick up your shipment unless you have made arrangements with them.

PACK AND LABEL YOUR MATERIALS.

Banding, shrink wrap and shipping labels are available at the VCS Service Desk.

COMPLETE AND TURN IN A BILL OF LADING FOR EACH OUTBOUND SHIPMENT.

Bill of ladings may be obtained from VCS or at vealco.com Complete a bill of lading for each shipment/destination. Turn in all completed bill of ladings to VCS once your shipments are ready to be loaded out. Freight sent back to the VCS warehouse will be charged for the additional handling.

Ship to:

Company: _____

Contact Name: _____

Address: _____

Phone Number: _____

Bill to:

Company: _____

Contact Name: _____

Address: _____

Phone Number: _____



TERMS AND CONDITIONS

VCS'S RESPONSIBILITIES. VCS is responsible only for services which it directly provides. VCS assumes no responsibility for any persons, parties or other contracting firms not under VCS's direct supervision and control. VCS shall not be responsible for loss, delay or damage due to any cause beyond VCS's reasonable control, including, but not limited to, fire, strikes, accidents, transportation contingencies, theft, weather, acts of God, civil disturbances, explosions, acts of terrorism or war, etc. nor for ordinary wear and tear in the handling of materials. VCS will provide material handling services as the agent of EXHIBITOR, not as bailee or shipper, and shall have no responsibility or obligation as such.

INBOUND SHIPMENTS.

All shipments must have a bill of lading or delivery receipt showing number of pieces, true weight, and description of merchandise. If shipments arrive without weight on bill of lading and weight is unobtainable, VCS will estimate the weight. If actual scale weights are not submitted prior to move out the estimated weight will be final and binding. All shipments received are subject to reweigh. Copies of bills of lading, with the name of the carrier, should be forwarded to VCS as soon as shipments are made. Confirm delivery date and time with your carrier and have all necessary shipping information in the hands of your on site representative. Be sure your on site representative has tracking numbers and/or knows who to call to track your shipment should it not arrive at your anticipated time. VCS shall not be liable for shipments received without individual freight bills, such as UPS, FedEx or other carriers who deliver in bulk and do not wait for shipment count and condition to be verified for individual shipments. Such shipments will be subject to verification and correction of count and condition and VCS's receiving paperwork indicating any exceptions as delivered shall take precedence over shipper's signature of receipt. Shipments received without receipts or freight bills such as UPS or FedEx or US Mail will be delivered without guarantee of piece count or condition. No liability will be assumed for such shipments. Consistent with trade show industry practices, there may be a lapse of time between delivery of shipments and the arrival of EXHIBITOR or its representatives, and during such time the material will be left unattended. VCS will not be responsible or liable for any loss, damage, theft, or disappearance of EXHIBITOR's materials after the same have been delivered to EXHIBITOR's booth. Shipments received at the warehouse after scheduled exhibitor set up or shipments received at show site after exhibitor move in times, are subject to surcharges to cover additional trucking or labor and will be billed accordingly.

OUTBOUND SHIPMENTS.

Each outbound shipment must have a completed Bill of Lading accompanying the shipment. Bills of lading and shipping labels are available from VCS and online at vealco.com. Exhibitors are responsible for labeling their exhibit materials and providing outbound shipping information. Exhibitors will need to make their own arrangements for pick-up. Pick-ups for small package shipments, i.e., UPS, FedEx and Parcel Post should be dealt with in the same manner as all other outbound shipments. When materials are labeled, packed and ready to be shipped, completed bills of lading should be turned in to VCS. Consistent with trade show industry practices, there may be a lapse of time between the completion of packing and the actual pick up of materials from the booth for loading onto a carrier, and during such time the material will be left unattended. VCS shall not be responsible for loss, theft, or disappearance of materials before they are picked up. An exhibitor representative should remain on site to ensure that your shipment is picked up. VCS retains the right to dispose of materials left on the show floor without liability if left unattended, left without labels or not correctly labeled. Shipments sent using VCS's account numbers and/or charges otherwise invoiced to VCS will result in a service fee to your account amounting to 30 percent of the carrier's total charges. Use of VCS Freight Handling services authorizes VCS to pay outbound freight charges for your shipments by any carrier using the credit card on file for your company.

DAMAGE / LOSS.

Relative to shipments consigned to VCS, VCS will exercise all possible diligence and care in receiving, handling, and transporting your shipment. VCS shall not be liable for loss or damage from fire, natural disaster or contingencies beyond the control of VCS.

(A) MAXIMUM RECOVERY. If found liable for any loss, VCS's MAXIMUM liability and EXHIBITOR'S exclusive remedy is limited to \$.10 per pound per article with a maximum liability of \$50.00 per item, or \$1,000 per shipment, whichever is less.

(B) BREACH OF CONTRACT AND/OR NEGLIGENCE ONLY. VCS's liability shall be limited to any loss or damage which results solely from VCS's gross negligence in the actual physical handling of the items compromising the EXHIBITOR'S shipment(s) OR which results from BREACH OF THIS CONTRACT and not for any other type of loss or damage. In no event shall VCS be liable to EXHIBITOR or to any other party for special, collateral, exemplary, indirect, incidental, consequential or punitive damages. Such excluded damages include but are not limited to loss of profits, loss of use, interruption of business or other consequential or indirect economic issues.

INSURANCE.

It is understood that VCS is not an insurer. Insurance on exhibit materials, if any, shall be obtained by the EXHIBITOR, at its sole costs and expense from a third party insurance provider. BE SURE THAT THE MATERIALS YOU SHIP ARE INSURED FROM THE TIME THEY LEAVE YOUR CONTROL UNTIL THEY ARE RETURNED. CONTACT YOUR INSURANCE REPRESENTATIVE TO ARRANGE THIS COVERAGE.