



CONVENTION CONTRACTORS INC.
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 Customer Service Phone: (305) 751-1234
 Customer Service Fax: (305) 751-1298

**RETURN FORM BY
 DECEMBER 17, 2018**

**IN-WATER DISPLAYS
 SHIPPING INFORMATION**

**Progressive Miami
 International Boat Show
 February 14 - 18, 2019
 Miami Marine Stadium Park & Basin
 at Virginia Key**

NMMA provides advance warehousing and drayage at no charge to all exhibitors. Exhibitors may pre-ship to the advance warehouse or deliver directly to show site. **Please check off all that pertain to you:**

We encourage all exhibitors to ship or deliver directly to the advanced warehouse for the smoothest move-in. The warehouse will accept deliveries through Friday, February 8, 2019. Any delivery direct to show site must go to the staging yard. Arrive prior to 7:00am to avoid school zones and rush hour traffic on the Causeway between 7:00am and 9:00am and between 2:00pm and 3:00pm.

On-site company contact: _____ **cell:** _____

Option A: PRE-SHIP to the ADVANCE WAREHOUSE:

___ # crates _____ weight Weight information is very important for delivering on the docks.
 ___ # pallets _____ weight
 ___ # rolls of carpet, _____ color _____ weight **OR** ___ Rent carpet

Advance Warehouse DEADLINE: Crated and skidded shipments will be accepted at the warehouse beginning January 21 through February 8, 2019 **Shipments will be delivered to your space by your target date and time.** All display product will be accepted and placed on a pallet and shrink wrapped upon arrival if necessary, including boxes. All shipments must be pre-paid. **No Collect shipments will be received.** All shipments should be made on commercial bills of lading. Bills of lading are to be addressed identically with that of the exhibit material.

Option B: DIRECT-SHIP to show site:

All Direct Shipments will be notified of a target date by the EXPO Freight Department. All drayage is provided at NO CHARGE if shipments are on target. Please contact the Freight Department if you have loose goods or require special rigging assistance un-crating, or additional handling labor or equipment to facilitate installation of your display.

The following information is required for ALL DIRECT SHIPMENTS to the Miami Marine Stadium Park & Basin at Virginia Key.

___ # crates _____ weight Weight information is very important for delivering on the docks.
 ___ # pallets _____ weight
 ___ # rolls of carpet, _____ color _____ weight **OR** ___ Rent carpet

What size truck will be delivering your freight?

___ Personal Owned Vehicle (POV)
 ___ Rental - specify size below
 ___ 20' - 24' ___ 48' semi ___ 53' semi

Name of Trucking Company: _____

All Direct Shipments will be notified of a target date by the EXPO Freight Department. All drayage is provided at NO CHARGE if shipments are on target. Any shipment requiring special handling due to length, width, height or weight will be handled on a time and material basis. Loose, uncrated or blanket-wrapped shipments will be billed at the hourly labor rate.

ALL OUTBOUND SHIPMENTS REQUIRE A STRAIGHT BILL OF LADING. Bill of Lading (BOL) forms are available at the Exhibitor Service Center at the Miami Marine Stadium Park & Basin at Virginia Key. Failure to turn in a completed Bill of Lading to the Freight Department may cost the exhibitor additional handling and shipping charges. **Do not leave your BOL on your booth!** Deadline to check-in at the Staging Yard for pick-up is Thursday, February 21, 2019 at 10:00am.

Exhibiting Company: _____ Booth/Slip: _____

Shipping Address: _____ City: _____ State: _____ Zip _____ Country: _____

Contact Person: _____ Phone: _____

Email: _____ Fax: _____

Fax to **305-751-1298** or email to **info@expocci.com**