



**Gulf Region Intelligent Transportation Society
 2019 Annual Conference
 Natchez Convention Center – Natchez, MS
 November 3 – 6, 2019**

Convention Display Service, Inc. is pleased to be the official Exposition Service Contractor for the 2019 Annual Conference of the Gulf Region Intelligent Transportation Society. This packet contains information you will need to order additional furnishings and services for this event. We look forward to assisting with your needs. Please contact Brooke Fuller in Exhibitor Services by phone at 601.948.4228 or by e-mail to brooke@cds1958.com if you have questions or need assistance.

Booth Size: 10' wide x 8' deep
 The Exhibit Hall is carpeted

Each booth will be provided with: 8' h blue back drapes & 3' blue side dividers
 One 7" x 44" company identification sign with booth number
 One 6' 30" high table with a blue skirt
 Two chairs
 One Wastebasket
 One 5 amp electrical connection (per exhibiting company, not per booth)

Phone / Internet Contact the Natchez Convention Center – 601-442-5880 or 888-475-9144

Dates to remember

Tuesday, October 1	Advance shipments may begin arriving at the warehouse <i>Advance warehouse receiving hours: Monday – Friday, 8 AM to 4 PM</i>
Monday, October 28	Order Discount Deadline – payment must accompany order
Wednesday, October 30	Deadline for advance shipments to arrive at the warehouse
Sunday, November 3	Exhibitor Move In - Noon until 5:00 pm (First Day Direct to Site Deliveries Accepted)
Sunday, November 3	Reception – 6:00 pm
Monday, November 4	Show Hours: 7:30 am until 1:00 pm
Tuesday, November 5	Show Hours: 7:30 am until 1:00 pm
Wednesday, November 6	Show Hours: 7:30 am until 10:30 am
Wednesday, November 6	Show Close & Dismantle – 10:30 am
Wednesday, November 6	Carrier Pick Ups from site must be made by 1:30 pm All equipment & display materials must be removed from the premises on Wednesday

Neither the Gulf Region Intelligent Transportation Society., Convention Display Service, Inc., nor the Natchez Convention Center will be liable for materials left unattended on the show floor.

How to contact us:	CDS P O Box 13387 Jackson, MS 39236-3387	CDS 908 Larson St. Jackson, MS 39202	Phone: 601-948-4228 Fax: 601-948-3824 brooke@cds1958.com
---------------------------	---	---	---



TIPS & GENERAL INFORMATION

Gulf Region Intelligent Transportation Society
 November 3 – 6, 2019
 Natchez Convention Center – Natchez, MS

Ordering

- Phone orders are not accepted.
- Orders must be accompanied by payment. Orders received without payment or purchase order will not be processed.
- CDS accepts checks, MasterCard, Visa, American Express and Discover as forms of payment. Please make sure all supplied credit card information is current, accurate and legible.
- A credit card must be placed on file with all orders, regardless of method of payment. The credit card authorization will be used to cover all services not paid by the initial payment and any balances left unpaid at the close of the show. This may include, but it not exclusive to labor, material handling and/or other on-site services.
- Please note order deadlines on each form.
- Please include all requested information on each order form.
- If work is contracted to a third party display or exhibit house and they require CDS services, the same payment policy applies to them as to the exhibiting firm. If the third party fails to make payment, CDS considers the exhibiting firm to be responsible for all charges.
- All materials placed are on a rental basis and shall remain the property of Convention Display Service, Inc. **Vendors will be held financially responsible for damage to CDS equipment while being used by vendor**
- Any discrepancy in items ordered and items received or any complaint or question concerning services MUST BE reported to Convention Display Service immediately, whether at the CDS Service Desk or by calling our office at 601-948-4228. Your problem will be resolved at that time and any valid adjustments in your account will be made at that time. Credits and adjustments will not be made based on information received AFTER the show closes.
- If you are claiming MISSISSIPPI Sales Tax Exemption, a copy of the Certificate of Exemption issued by the MISSISSIPPI State Tax Commission must accompany each order and payment must be made by company check or company credit card. Mississippi Sales Tax is 7%.

Move In

- Exhibitor Move In: Sunday November 3, 2019 Noon until 5:00 p.m.
- After emptying your crates/boxes, if you wish to keep them please place empty/do not destroy stickers on them and notify the CDS service desk that they are ready to be moved to storage. There will be empty stickers available at the CDS service desk.

Show Hours

- Reception: Sunday November 3, 2019 6:00 p.m.
- Show Hours: Monday November 4, 2019 7:30 a.m. until 1:00 p.m.
- Tuesday November 5, 2019 7:30 a.m. until 1:00 p.m.
- Wednesday November 6, 2019 7:30 a.m. until 10:30 a.m.

Move Out

- All carriers must be on site for pickup at the Natchez Convention Center by 1:30 p.m. on Wednesday, November 6, 2019. All equipment and display materials must be removed from the premises on Wednesday, November 6, 2019. CDS is not responsible for items/merchandise left unattended in booth or on show site by exhibitor.
- Exhibiting firms are responsible for making certain that shipments are re-packed, labeled and that properly executed shipping documents are tendered to CDS before departing the show floor.
- Exhibiting firms not using the preferred motor freight carrier, ABF Freight Systems or FedEx Air are responsible for scheduling carrier pickups. If a carrier fails to arrive within the allotted time, CDS reserves the right to clear the floor and re-route shipments via ABF Freight Systems or FedEx Air. CDS assumes no liability for such removal or re-routing.



CDS PAYMENT POLICY:

CDS requires payment in full, including applicable tax, when orders are submitted.

You may choose to pay by credit card or check, however, CDS requires that a credit card authorization be placed on file with your order. Your onsite representative must be made aware of this policy and have a means of payment unless there is a credit card on file. Otherwise services will be denied.

CDS will not be responsible for missed deadlines or processing delays resulting from payments mailed separately from order forms.

Checks must be made payable to Convention Display Service and drawn on a U.S. Funds Account.

Purchase Orders are NOT considered payment.

Refunds/Credits/Discrepancies

Any discrepancy in items ordered and items received or any complaint or question concerning services MUST BE reported to Convention Display Service immediately, whether at the CDS Service Desk or by calling our office at 601-948-4228.

Your problem will be resolved at that time and any valid adjustments in your account will be made at that time.

Credits and adjustments will not be made based on information received AFTER the show closes.

Please enter total cost from each page on appropriate line

Standard Furnishings _____

Electrical Service _____

Booth Cleaning _____

Labor _____

Material Handling _____

Sub Total \$ _____

7% Sales Tax \$ _____

Grand Total \$ _____

Convention Display Service, Inc. Federal ID #64-0656926
CDS is exempt from backup withholding tax

Deadline Date for advance price: Monday, October 28, 2019
Orders received after October 28th will be processed at floor price

RETURN ORDERS WITH PAYMENT TO CDS:

P.O. Box 13387,
Jackson, MS 39236-3387

Street Address: 908 Larson Street,
 Jackson, MS 39202

By Fax: 601-948-3824

Email: brooke@cds1958.com

CREDIT CARD AUTHORIZATION – complete all information American Express MasterCard Visa Discover

Account # _____ Verification Code _____

V-Code: MasterCard, Visa, Discover = 3 digit on back; American Express= 4 digit on front

EXP. DATE _____

PRINT CARDHOLDER NAME _____

BILLING ZIP CODE _____

CARDHOLDER SIGNATURE _____

FOR YOUR CONVENIENCE, CDS WILL USE THIS AUTHORIZATION TO CHARGE YOUR ACCOUNT FOR SERVICES, INCLUDING LABOR, FREIGHT, OR OTHER MISCELLANEOUS SERVICES NOT COVERED BY YOUR INITIAL PAYMENT.

I agree in placing this order that I have accepted CDS' terms and conditions

Exhibiting Company Name _____

Address _____

City _____ State _____ Zip _____

Authorized Contact _____ Title _____

Phone (____) _____ Fax (____) _____

x Authorized Signature _____ E-Mail address: _____



**Gulf Region Intelligent Transportation Society
November 3 – 6, 2019**

ADVANCE ORDER DEADLINE: OCTOBER 28, 2019

Qty	Description	Advance Price	Floor Price
-----	-------------	---------------	-------------

Tables 24" wide x 30" high

Skirted tables Include white vinyl top & pleated skirt on 3 sides

___ 4' 30" table with blue skirt	\$ 55.00	\$ 75.00	___
___ 6' 30" table with blue skirt	\$ 75.00	\$100.00	___
___ 8' 30" table with blue skirt	\$ 95.00	\$125.00	___
___ 4 th Side Skirt, Optional	\$ 20.00	\$ 20.00	___

Note *4' comes skirted on 4 sides

___ 4' 30" table - Not skirted	\$ 30.00	\$ 38.00	___
___ 6' 30" table - Not skirted	\$ 35.00	\$ 44.00	___
___ 8' 30" table - Not skirted	\$ 40.00	\$ 52.00	___

Tables 24" wide x 42" high (counter height)

Skirted tables include white vinyl top & pleated skirt on 3 sides

___ 4' 42" table with blue skirt	\$ 80.00	\$100.00	___
___ 6' 42" table with blue skirt	\$ 95.00	\$125.00	___
___ 8' 42" table with blue skirt	\$110.00	\$145.00	___
___ 4 th Side Skirt, Optional	\$ 35.00	\$35.00	___

Note *4' comes skirted on 4 sides

___ 4' 42" table - Not skirted	\$ 35.00	\$ 44.00	___
___ 6' 42" table - Not skirted	\$ 41.00	\$ 52.00	___
___ 8' 42" table - Not skirted	\$ 55.00	\$ 75.00	___

Any discrepancy in items ordered & items received or any complaint or question concerning services MUST BE reported IMMEDIATELY to CDS, whether at the service desk or by calling our office at 601-948-4228.

Your problem will be resolved at that time and any valid adjustments in your account will be made at that time.

Credits and adjustments WILL NOT BE made based on information received AFTER the show closes.

Qty	Description	Advance Price	Floor Price
-----	-------------	---------------	-------------

___ Black Folding Chair	\$ 15.00	\$ 20.00	___
___ Arm Chair	\$ 50.00	\$ 65.00	___
___ High Stool	\$ 55.00	\$ 70.00	___

___ Aluminum Floor Easel	\$ 30.00	\$ 40.00	___
___ Wastebasket	\$ 15.00	\$ 20.00	___
___ 8' Post & Base Unit	\$ 12.00	\$ 12.00	___
___ Extender Rod	\$ 6.00	\$ 6.00	___

Available by advance order only

___ 4' x 8' Chrome Gridwall panel	\$ 75.00	___
___ Pegboard Vertical Mount*	\$ 90.00	___
___ Pegboard Horizontal Mount*	\$ 90.00	___

*Note: 4 x 8' framed brown pegboard sheets with 1/4" holes

Mounting accessories for pegboards & gridwalls not provided

___ Literature Rack	\$ 25.00	___
___ Bag Stand	\$ 25.00	___
___ Round Pedestal Table**	\$100.00	___

**Note: 30" diameter x 30" high light grey top - limited quantity

___ S-shaped hook- pack of 20	\$ 5.00	___
-------------------------------	---------	-----

Single Tier Table Risers 12" wide x 12" high

___ 6' covered - white	\$ 39.00	___
___ 8' covered - white	\$ 46.00	___
___ 6' without cover	\$ 21.00	___
___ 8' without cover	\$ 26.00	___

Sub Total \$ _____

Add 7 % tax \$ _____

Payment Enclosed

CREDIT CARD

___ MASTERCARD ___ VISA ___ AMEX ___ DISCOVER

Account # _____

Exp. Date ___/___

Security Code: _____

Print Name on Card _____

Card Holder Signature _____

Return order forms with payment to:

Convention Display Service, Inc.

P. O. Box 13387, Jackson, MS 39236-3387

or

908 Larson Street, Jackson, MS 39202

or

Email to: brooke@cds1958.com

Fax: 601-948-3824

Please call Brooke at 601-948-4228 for assistance

Company Name _____ Booth # _____

Contact Name _____ Title: _____

Mailing Address: _____ City _____ State _____ Zip _____

Phone (____) _____ Fax (____) _____ Email: _____



PO BOX 13387
 JACKSON, MS 39236
 PHONE (601) 948-4228
 FAX (601) 948-3824

Gulf Region Intelligent Transportation Society
November 3 – 6, 2019

ADVANCE ORDER DEADLINE: OCTOBER 28, 2019

Electrical service is not included with the rental of your booth space.

Qty	Description	Advance Price	Floor Price
-----	-------------	---------------	-------------

120/110 Volt Service

___	500 Watts (5 Amps)	\$110.00	\$130.00___
___	1000 Watts (10 Amps)	\$120.00	\$144.00___
___	1500 Watts (15 Amps)	\$130.00	\$156.00___
___	2000 Watts (20 Amps)	\$145.00	\$175.00___

208/220 VOLT ELECTRICAL SERVICE IS NOT AVAILABLE

All electrical connections must be made by the contractor to conform with the electrical code. Wall outlets, post or floor outlets are not a part of booth space. All booths are individually checked during show to determine actual users of power. Exhibitors found using power where no outlets have been ordered prior to show are subject to 1 ½ times normal rate for outlets used.

Total all items ordered on this sheet	_____
Add 7% tax	_____
Payment Enclosed	_____

Prices include delivery, installation, rental & removal. All orders are governed by the CDS payment policy as stated in the exhibitor kit

Any discrepancy in items ordered and items received or any complaint or question concerning services MUST BE reported to Convention Display Service immediately, whether at the CDS service desk or by calling our office at 601-948-4228.

Your problem will be resolved at that time and any valid adjustments in your account will be made at that time.

Credits and adjustments will not be made based on information received AFTER the show closes.

Return orders to CDS at
 P. O. Box 13387
 Jackson, MS 39236-3387
 or
 908 Larson Street
 Jackson, MS 39202

By e-mail to brooke@cds1958.com
 By fax to 601-948-3824

CREDIT CARD	
___ MASTERCARD	___ VISA
___ AMEX	___ DISCOVER
Account # _____	
Exp. Date ___/___	
Security Code: _____	
Print Name on Card _____	
Card Holder Signature _____	

<p>Return order forms with payment to:</p> <p>Convention Display Service, Inc.</p> <p>P. O. Box 13387, Jackson, MS 39236-3387</p> <p>or</p> <p>908 Larson Street, Jackson, MS 39202</p> <p>or</p> <p>Email to: brooke@cds1958.com</p> <p>Fax: 601-948-3824</p> <p>Please call Brooke at 601-948-4228 for assistance</p>
--

Company Name _____ Booth # _____

Contact Name _____ Title _____

Mailing Address _____ City _____ State _____ Zip _____

Phone (____) _____ Fax (____) _____

X Authorized Signature _____ E-Mail: _____



LABOR
ORDER DUE BY
October 28, 2019
 PHONE ORDERS NOT ACCEPTED

LABOR RATES: \$45.00 per hour per man - straight time
\$67.50 per hour per man - overtime

One hour minimum per man. Rates quoted are based on prevailing wage scales and subject to change upon notice. All labor before 8:00 AM, after 4:30 PM weekdays, at any time on Saturday, Sunday and Holidays is considered overtime.

PLEASE INDICATE LABOR REQUIRED ACCORDING TO THIS SCHEDULE:

	NO. OF MEN	DATE	TIME	APPRX. HRS	AMOUNT DUE
INSTALL <input type="checkbox"/> ST <input type="checkbox"/> OT					
DISMANTLE <input type="checkbox"/> ST <input type="checkbox"/> OT		11/06/19			

<input type="checkbox"/> CDS SUPERVISION PROCEED WITH INSTALLATION at the earliest time. Exhibit will be installed on straight time whenever possible. <input type="checkbox"/> Set up instructions are enclosed with order <input type="checkbox"/> Set up instructions are with the exhibit To insure an efficient and proper installation, set up instructions must be provided	<input type="checkbox"/> EXHIBITOR SUPERVISION DO NOT PROCEED. Exhibitor's representative will come to the Service Desk for labor at _____ <input type="checkbox"/> AM <input type="checkbox"/> PM No labor will be dispatched directly to the booth. Exhibitors must come to the service desk to sign out required number of men and return to the service desk upon completion of work to release labor. Starting time other than 8 AM cannot be guaranteed.
---	--

<p style="text-align: center;">CREDIT CARD</p> <p>___ MASTERCARD ___ VISA ___ AMEX ___ DISCOVER</p> <p>Account # _____</p> <p>Exp. Date ___/___</p> <p>Security Code: _____</p> <p>Print Name on Card _____</p> <p>Card Holder Signature _____</p>	<p style="color: red;">Return order forms with payment to:</p> <p>Convention Display Service, Inc. P. O. Box 13387, Jackson, MS 39236-3387</p> <p>or</p> <p>908 Larson Street, Jackson, MS 39202</p> <p>or</p> <p>Email to: brooke@cds1958.com</p> <p>Fax: 601-948-3824</p> <p>Please call Brooke at 601-948-4228 for assistance</p>
---	--

Please type or print

Exhibiting Company Name: _____ Booth #: _____

Contact Person: _____

Address: _____

City: _____ State _____ Zip _____

Phone: (____) _____ Fax: (____) _____

E-mail _____

Convention or Show: Gulf Region Intelligent Transportation Society – Natchez, MS

Signature _____



**Gulf Region Intelligent Transportation Society
Natchez Convention Center – Natchez, MS
November 3 – 6, 2019**

SHIPPING AND MATERIAL HANDLING TIPS

It is the responsibility of the exhibiting company to arrange any and all shipments to the CDS advance warehouse or the Venue.

Exhibitors should make certain that all material is properly insured against fire, theft, damage and all hazards while in transit, to and from your booth, and for the duration of the show. While it is understood that Convention Display Service, Inc. will use its best efforts to protect the Exhibitor's property, it is not responsible for loss, theft or damage.

WEIGHT AND PIECE COUNT

Material handling charges are calculated by total weight of each delivery made to receiving dock via LTL Carriers. Consolidate your shipment whenever possible. Separate shipments received by CDS will not be combined. The appropriate charge applies to each shipment that CDS receives. Shipments arriving at the same time from different carriers are considered separate shipments. Please be aware that FedEx and UPS may split shipments resulting in CDS receiving multiple shipments.

BILLED WEIGHT is based on incoming weight, whether the material handling services by Convention Display Service are used completely or in part. The weight is rounded up to the nearest one hundred pounds (100 lbs.) and is taken from the INBOUND BILL OF LADING and/or the Certified Weight Ticket. Shipments arriving without a specified weight on the Bill of Lading will be assigned an approximate weight by Convention Display Service. These weights will prevail.
THERE IS A 200 lb. MINIMUM CHARGE ON ALL SHIPMENTS OVER 50 lbs.

Shipments received without individual carrier receipts (UPS, FedEx & other small package or specialized carriers) will be delivered to the booth without guarantee of piece count or condition. No liability will be assumed by CDS for such shipments.

A Credit Card Must Be On File If Material Handling Services Are Required.

ALL SHIPMENTS MUST ARRIVE FREIGHT PREPAID. COLLECT SHIPMENTS WILL BE REFUSED.

CDS MATERIAL HANDLING CHARGES DO NOT INCLUDE PAYMENT OF CARRIER CHARGES

Outbound shipments

Outbound shipping is not an automatic process. Outbound Bills of Lading must be completed and turned in to the CDS Service Desk. Do not leave outbound Bills of Lading in your booth. Exhibitors who wish to ship outbound materials via any carrier other than the official show carriers must make the outbound arrangements with their carrier. Should your carrier fail to arrive by the designated time or refuses to pick up your shipment for any reason, CDS reserves the right to re-route shipment via the official show carrier as necessary, at the exhibitor's expense.

NOTE: Any items left on the show floor will either be brought back to the CDS warehouse and additional charges will be incurred or re-routed with CDS designated carrier.



GULF REGION INTELLIGENT TRANSPORTATION SOCIETY

SHIPPING ADDRESSES & MATERIAL HANDLING INFORMATION

Convention Display Service, Inc. is the official drayage/material handling contractor for this event. Please read all information contained in this section carefully so there will be no last minute confusion regarding your shipment.

CDS will receive containerized, non-hazardous, non-perishable materials at the following address 30 days prior to show. Non-containerized shipments, loose materials and local deliveries will be accepted at the show site only.

ADVANCE SHIPPING ADDRESS

Exhibiting Company Name

Grits Booth #

c/o CDS

908 Larson Street

Jackson, MS 39202

Receiving hours are 8:00 AM TO 4:00 PM, Monday – Friday, Closed Saturday & Sunday

**SHIPMENTS WILL BE ACCEPTED AT THE ADVANCE WAREHOUSE ADDRESS BETWEEN:
TUESDAY, OCTOBER 1, 2019 AND WEDNESDAY, OCTOBER 30, 2019**

If you cannot meet this shipping schedule, please contact Brooke at 601-948-4228 or brooke@cds1958.com. Exhibitors will be charged by CDS accordingly.

DIRECT TO SITE SHIPPING ADDRESS

Exhibiting Firm Name

Grits Booth

c/o Natchez Convention Center

211 Main Street

Natchez, MS 39120

SHIPMENTS WILL NOT BE ACCEPTED ON-SITE UNTIL SUNDAY, NOVEMBER 1, 2019

CDS will not be responsible for refused or delayed shipments resulting from attempted deliveries to show site prior to this date.

Shipments signed for by facility personnel may be turned over to CDS distribution. Exhibitors will be charged by CDS accordingly.

**ALL SHIPMENTS MUST ARRIVE FREIGHT PREPAID. COLLECT SHIPMENTS WILL BE REFUSED.
CDS MATERIAL HANDLING CHARGES DO NOT INCLUDE PREPAID CARRIER CHARGES**

- **Shipments received without individual carrier receipts or bills of lading (UPS, FedEx, Airborne, Etc) will be delivered to the booth without guarantee of piece count or condition. No liability will be assumed by CDS for such shipments.**
- **Exhibitors Should Make Certain That All Material Is Properly Insured Against Fire, Theft, Damage And All Hazards While In Transit, To And From Your Booth, And For The Duration Of The Show. While It Is Understood That Convention Display Service, Inc. Will Use Its Best Efforts To Protect The Exhibitor's Property, It Is Not Responsible For Loss, Theft Or Damage.**

ADVANCE WAREHOUSE SHIPPING LABEL

ALL INBOUND SHIPMENTS MUST INCLUDE THIS LABEL ON ALL PACKAGES. MAKE COPIES FOR ADDITIONAL LABELS

Schedule your shipments to arrive at this location between October 1 and October 30, 2019

TO: _____
(Your Company Name)

GRITS 2019
c/o Convention Display Service
908 Larson Street
Jackson, MS 39202

BOOTH NUMBER : _____

PIECE _____ OF _____

(Please number each piece)

ADVANCE WAREHOUSE SHIPPING LABEL

ALL INBOUND SHIPMENTS MUST INCLUDE THIS LABEL ON ALL PACKAGES. MAKE COPIES FOR ADDITIONAL LABELS

Schedule your shipments to arrive at this location between October 1 and October 30, 2019

TO: _____
(Your Company Name)

GRITS 2019
c/o Convention Display Service
908 Larson Street
Jackson, MS 39202

BOOTH NUMBER : _____

PIECE _____ OF _____

(Please number each piece)

ADVANCE WAREHOUSE SHIPPING LABEL

ALL INBOUND SHIPMENTS MUST INCLUDE THIS LABEL ON ALL PACKAGES. MAKE COPIES FOR ADDITIONAL LABELS

Schedule your shipments to arrive at this location between October 1 and October 30, 2019

TO: _____
(Your Company Name)

GRITS 2019
c/o Convention Display Service
908 Larson Street
Jackson, MS 39202

BOOTH NUMBER : _____

PIECE _____ OF _____

(Please number each piece)

ADVANCE WAREHOUSE SHIPPING LABEL

ALL INBOUND SHIPMENTS MUST INCLUDE THIS LABEL ON ALL PACKAGES. MAKE COPIES FOR ADDITIONAL LABELS

Schedule your shipments to arrive at this location between October 1 and October 30, 2019

TO: _____
(Your Company Name)

GRITS 2019
c/o Convention Display Service
908 Larson Street
Jackson, MS 39202

BOOTH NUMBER : _____

PIECE _____ OF _____

(Please number each piece)

DIRECT TO SHOW SITE SHIPPING LABEL

Any shipments accepted and signed for by CDS employees will incur material handling charges

TO: _____
(Your Company Name)

**GRITS 2019
NATCHEZ CONVENTION CENTER
211 MAIN STREET
NATCHEZ, MS 39120**

BOOTH NUMBER : _____

PIECE _____ OF _____

**DO NOT ATTEMPT TO DELIVER PRIOR TO
SUNDAY, NOVEMBER 1, 2019**

DIRECT TO SHOW SITE SHIPPING LABEL

Any shipments accepted and signed for by CDS employees will incur material handling charges

TO: _____
(Your Company Name)

**GRITS 2019
NATCHEZ CONVENTION CENTER
211 MAIN STREET
NATCHEZ, MS 39120**

BOOTH NUMBER : _____

PIECE _____ OF _____

**DO NOT ATTEMPT TO DELIVER PRIOR TO
SUNDAY, NOVEMBER 1, 2019**

DIRECT TO SHOW SITE SHIPPING LABEL

Any shipments accepted and signed for by CDS employees will incur material handling charges

TO: _____
(Your Company Name)

**GRITS 2019
NATCHEZ CONVENTION CENTER
211 MAIN STREET
NATCHEZ, MS 39120**

BOOTH NUMBER : _____

PIECE _____ OF _____

**DO NOT ATTEMPT TO DELIVER PRIOR TO
SUNDAY, NOVEMBER 1, 2019**

DIRECT TO SHOW SITE SHIPPING LABEL

Any shipments accepted and signed for by CDS employees will incur material handling charges

TO: _____
(Your Company Name)

**GRITS 2019
NATCHEZ CONVENTION CENTER
211 MAIN STREET
NATCHEZ, MS 39120**

BOOTH NUMBER : _____

PIECE _____ OF _____

**DO NOT ATTEMPT TO DELIVER PRIOR TO
SUNDAY, NOVEMBER 1, 2019**



MATERIAL HANDLING RATE SCHEDULE GRITS 2019

RATES APPLY TO EACH 100 LBS OR FRACTION THEREOF. EACH DELIVERY IS CONSIDERED SEPARATELY. NO CUMULATIVE WEIGHTS WILL BE ALLOWED ON MINIMUMS, SPLIT SHIPMENTS, ETC.

- **ALL SHIPMENTS MUST ARRIVE PREPAID. COLLECT SHIPMENTS WILL BE REFUSED.**
- **RATES DO NOT INCLUDE PAYMENT OF CARRIER CHARGES**

CHARGES INCLUDE THE FOLLOWING SERVICES

- * 1. Receive & store **crated, boxed or skidded shipments** (30 days free storage prior to exhibitor move-in)
- * 2. Handling to Exhibit Hall
- * 3. Charges from dock to exhibitor's space, empty crate removal and return, and loading out on carrier are all included in rate
- * Uncrated or loose materials and local deliveries will be accepted at the show site only.

MATERIAL HANDLING FEES

- \$100.00 Minimum Charge 51 lbs. to 200 lbs.
- \$50.00 CWT per hundred weight 201 lbs. and over

Small packages: = Maximum weight per piece, per delivery is 50 lbs.

- First small package 1 lb. – 50 lbs. \$30.00
- Each additional package in shipment 1 lb. – 50 lbs. \$12.00 each

Cartons, envelopes, or other containers received without documentation via specialized carriers (UPS, FedEx, etc.) will be delivered without guarantee of piece count or condition.

Shipments received via specialized carriers not falling into the small package category will be subject to CWT rates.

It is understood that your calculations are an estimate and invoicing will be done from the actual weight / piece count.
Adjustments will be made accordingly

___ LBS PER CWT X \$50.00 = Material Handling Charge (201 lbs. and over) = \$ _____

\$100.00 Minimum Charge - single shipment of 51 lbs. to 200 lbs. = \$ _____

Small Package – Maximum weight per piece, per delivery is 50 lbs.
First small package is \$30.00 Each additional small package in shipment is \$12.00 each Total = \$ _____

Forklift with driver - PER HOUR IN	\$100.00	\$ _____	Forklift with driver - 1/2 hr MINIMUM IN	\$60.00	\$ _____
Forklift with driver - PER HOUR OUT	\$100.00	\$ _____	Forklift with driver - 1/2 hr MINIMUM OUT	\$60.00	\$ _____

FORKLIFT RATED AT 5,000 LBS WITH 4' FORKS. IF THIS IS NOT ADEQUATE PLEASE CONTACT CDS TO MAKE SPECIAL ARRANGEMENTS

CREDIT CARD
___ MASTERCARD ___ VISA ___ AMEX ___ DISCOVER Account # _____ Exp. Date ___/___ Security Code: _____ Print Name on Card _____ <hr/> Card Holder Signature _____

Return order forms with payment to:

Convention Display Service, Inc.
 P. O. Box 13387, Jackson, MS 39236-3387
 or
 908 Larson Street, Jackson, MS 39202
 or
 Email to: brooke@cds1958.com
 Fax: 601-948-3824
 Please call Brooke at 601-948-4228 for assistance

Exhibiting Company Name: _____ Contact Name _____

Mailing Address: _____ City _____ State _____ Zip _____

Phone (____) _____ Fax: _____ E-Mail _____

Signature _____



**OUTBOUND SHIPPING FORM
GRITS 2019
November 3 - 6, 2019**

THIS FORM IS FOR VERIFICATION PURPOSES ONLY AND DOES NOT CONSTITUTE ANY RESPONSIBILITY ON THE PART OF CDS PERSONNEL FOR THE COMPLETION OF YOUR SHIPPING DOCUMENTS.

SHIP TO: _____

CITY _____
STATE _____ ZIP _____

BILL TO: _____

CITY _____
STATE _____ ZIP _____

MY OUTBOUND SHIPMENT MUST ARRIVE AT THE ABOVE ADDRESS NO LATER THAN _____

Please allow for adequate shipping time when selecting carrier. CDS will expedite shipments to the best of our ability, however CDS is not responsible for unavoidable delays of rush shipments.

PLEASE INDICATE YOUR OUTBOUND SERVICE PROVIDER

Exhibiting Firms Are Responsible For Making Sure That Shipments Are Re-Packed, Labeled And That Properly Executed Shipping Documents Are Tendered To Convention Display Service Before Departing The Show Floor.

- ABF/ARC BEST** ABF Billing Address _____
ABF Account # _____
- FEDEX AIR** FedEx Acct. # _____
- OTHER** (please name your carrier) _____

**MERCHANTS NOT USING ABF OR FEDEX AIR ARE RESPONSIBLE FOR ARRANGING CARRIER PICK UP
CONVENTION DISPLAY SERVICE, INC. DOES NOT PREPAY OUTBOUND CARRIER CHARGES**

CARRIERS MUST BE ON SITE FOR PICK UP BY 1:30 PM ON WEDNESDAY, NOVEMBER 6, 2019
Otherwise, CDS Will Return Your Shipment To The CDS Warehouse At 908 Larson St., Jackson, MS 39202 For Carrier Pick Up On FRIDAY, NOVEMBER 8, 2019.

If you have any questions contact Brooke Fuller at 601.948.4228 or brooke@cds1958.com.

A Bill of Lading **MUST** be completed regardless of the carrier used. CDS will not release shipments to any carrier unless properly executed shipping documents have been presented to Convention Display Service.
Convention Display Service, Inc. is not responsible for shipments left in the booth by exhibitor for which no documentation is on file with CDS.

CONVENTION DISPLAY SERVICE, INC. RESERVES THE RIGHT TO RE-ROUTE ANY SHIPMENT IF A DESIGNATED CARRIER FAILS TO CHECK IN WITH THE FREIGHT DESK BY THE STATED CHECK IN TIME. Convention Display Service, Inc. assumes no liability as a result of such re-routing or handling. The exhibiting firm will be charged accordingly. Convention Display Service, Inc. is not responsible for shipments left in booth by exhibitor. CDS will count & ship pieces as found when loading out from exhibit hall.

**Return Form To: CONVENTION DISPLAY SERVICE, INC., P. O. Box 13387, JACKSON, MS 39236-3387 OR
908 LARSON STREET, JACKSON, MS 39202 / FAX: 601-948-3824 Email to brooke@cds1958.com**

Company Name _____ Contact Name _____

Phone () _____ Fax () _____ E-mail _____

Authorized Signature _____