

FREEMAN

275 Bodwell St
 Avon, MA 02322
 (508) 894-5100 Fax: (469) 621-5608

OUTBOUND MATERIAL HANDLING
 AND SHIPPING LABELS

NAME OF SHOW: **AABB ANNUAL MEETING / OCTOBER 13 - 16, 2018**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (508) 894-5100 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND SHIPPING LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU AND DELIVER THEM TO YOUR BOOTH PRIOR TO SHOW CLOSE. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM TO THE FREEMAN SERVICE CENTER.

SHIPPING INFORMATION

SHIP TO: COMPANY NAME: _____

DELIVERY ADDRESS: _____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

PHONE#: _____ ATTN: _____

SPECIAL INSTRUCTIONS: _____

BILL TO: Same as Ship to:

COMPANY NAME: _____

DELIVERY ADDRESS: _____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

METHOD OF SHIPMENT

Select a Carrier:

Freeman Exhibit Transportation **Other Carrier**

No need to schedule your outbound shipment. Carrier Name: _____
 Charges will appear on your Freeman invoice. Carrier Phone: _____

Freeman will make arrangements for all Freeman Exhibit Transportation shipments.
 Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

Select a Level of Service:

1 Day: Delivery next business day Standard Ground
 2 Day: Delivery by 5:00 PM second business day Specialized: Pad wrapped, uncrated, or truckload
 Deferred: Delivery within 3-5 business days

Select Shipment Options (if applicable)

Have loading dock Lift gate required
 Inside delivery Air ride required
 Pad wrap required Residential
 Do not stack

Select Desired Number of Labels: _____

Once your shipment is packed and ready to be picked up from your booth, please return completed the Material Handling Agreement to the Freeman Service Center. Shipments without a Material Handling Agreement turned in will be returned to our warehouse at exhibitor's expense.

F R E E M A N

F R E E M A N

R U S H

R U S H

DO NOT DELAY

DO NOT DELAY

CANNOT DELIVER BEFORE OCTOBER 09, 2018

CANNOT DELIVER BEFORE OCTOBER 09, 2018

TO: _____
EXHIBITOR NAME

TO: _____
EXHIBITOR NAME

C/O: FREEMAN
BOSTON CONVENTION & EXHIBITION CENTI
415 SUMMER ST

BOSTON, MA 022101709

C/O: FREEMAN
BOSTON CONVENTION & EXHIBITION CENTE
415 SUMMER ST

BOSTON, MA 022101709

SHOW SITE

SHOW SITE

EVENT: **AABB ANNUAL MEETING**

EVENT: **AABB ANNUAL MEETING**

BOOTH NO: _____ NO. _____ OF _____ PCS

BOOTH NO: _____ NO. _____ OF _____ PCS

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

F R E E M A N

R U S H

DO NOT DELAY

F R E E M A N

R U S H

DO NOT DELAY

RECEIVING DATE BEGINS: SEPTEMBER 10, 2018

RECEIVING DATE BEGINS: SEPTEMBER 10, 2018

DEADLINE DATE IS: OCTOBER 02, 2018

DEADLINE DATE IS: OCTOBER 02, 2018

TO: _____

EXHIBITOR NAME

TO: _____

EXHIBITOR NAME

**C/O: FREEMAN
25 DOHERTY AVE

AVON, MA 02322**

**C/O: FREEMAN
25 DOHERTY AVE

AVON, MA 02322**

WAREHOUSE

WAREHOUSE

EVENT: **AABB ANNUAL MEETING**

EVENT: **AABB ANNUAL MEETING**

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
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SPECIAL HANDLING DEFINITIONS

for frequently asked questions and material handling estimator tools, go to www.freeman.com/store

Special handling applies to shipments that are loaded by cubic space and/or packed in such a manner as to require additional labor/handling, such as ground unloading, constricted space unloading, designated piece unloading, carpet/pad only shipments or stacked shipments. Also included are shipment integrity, alternate delivery locations, mixed shipments, and shipments without individual bills of lading. Shipments loaded in this manner require additional time, labor, or equipment, to unload, sort and deliver.

What is Ground Loading/Unloading?

Vehicles that are not dock height, preventing the use of loading docks, such as U-hauls, flat bed trailers, double drop trailers, company vehicles with trailers that are not dock level, etc.

What is Constricted Space Loading/Unloading?

Trailer loaded “high and tight” shipments that are not easily accessible. Freight is loaded to full capacity of trailer – top to bottom, side to side. One example of this is freight that is loaded down one side of a trailer that must be bypassed to reach targeted freight.

What is Designated Piece Loading/Unloading?

Drivers that require the loading crew to bring multiple pieces of the freight to the rear of the trailer to select the next piece, having to remove freight from the trailer then reload to fit or the trailer must be loaded in a sequence to ensure all items fit.

What are Stacked Shipments?

Shipments loaded in such a manner requiring multiple items to be removed to ground level for delivery to booth. Stacked or “cubed out” shipments, loose items placed on top of crates and/or pallets constitute special handling.

What is Shipment Integrity?

Shipment integrity involves shipments on a carrier that are intermingled, or delivered in such a manner that additional labor is needed to sort through and separate the various shipments on a truck for delivery to our customers.

What is Alternate Delivery Location?

Alternative delivery location refers to shipments that are delivered by a carrier that requires us to deliver some shipments to different levels in the same building, or to other buildings in the same facility.

What are Mixed Shipments?

Mixed shipments are defined as shipments of mixed crated and uncrated goods, where the percentage of uncrated is minimal and does not warrant the full uncrated rate for the shipment, but does require special handling. Freeman defines special handling for mixed loads as having less than 50% of the volume as uncrated.

What does it mean if I have “No Documentation”?

Shipments arrive from a small package carrier (including, among others, Federal Express, UPS & DHL) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

What is the difference between Crated and Uncrated Shipments?

Crated shipments are those that are packed in any type of shipping container that can be unloaded at the dock with no additional handling required. Such containers include crates, fiber cases, cartons, and properly packed skids. An uncrated shipment is material that is shipped loose or pad-wrapped, and/or unskidded without proper lifting points.

What about carpet only shipments?

Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

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**INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER**

FREEMAN material handling

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Let FreemanOnline® estimate your material handling charges for you. Log on to www.freeman.com/store, select your show and click on "Estimate My Material Handling Costs". From FreemanOnline® you can print extra shipping labels, get tips on how to package your freight and much more.

MATERIAL HANDLING SERVICES

- CRATED:** Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
- SPECIAL HANDLING:** Material delivered by a carrier in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, carpet and/or pad only shipments, no documentation and shipments that require additional time, equipment or labor to unload. **Federal Express, UPS & DHL** are included in this category due to their delivery procedures.
- UNCRATED:** Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting points.
- CARPET AND/OR PAD ONLY:** Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.
- STRAIGHT TIME:** 8:00 A.M. to 4:30 P.M. Monday through Friday
- OVERTIME:** 4:30 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Holidays
- NOTE: SOME INBOUND AND OUTBOUND MATERIAL HANDLING SERVICES WILL HAVE OVERTIME CHARGES APPLIED.*

Union Holidays: New Years Day, Martin Luther King Day, President's Day, Good Friday, Patriot's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Christmas Day

| Description | Price Per CWT | 200 lb. Minimum |
|--|---------------|-----------------|
| RATE CLASSIFICATIONS: | | |
| Warehouse Shipment (200 lb. minimum) | | |
| Crated or Skidded Shipment | \$ 161.50 | 323.00 |
| Special Handling Shipment | \$ 210.00 | 420.00 |
| Carpet and/or Pad Only Shipment | \$ 242.25 | 484.50 |
| Show Site Shipment (200 lb. minimum) | | |
| Crated or Skidded Shipment | \$ 151.00 | 302.00 |
| Special Handling Shipment | \$ 196.25 | 392.50 |
| Uncrated or Pad Wrapped Shipment | \$ 226.50 | 453.00 |
| Carpet and/or Pad Only Shipment | \$ 226.50 | 453.00 |
| Small Package - Maximum weight is 30 lbs per shipment | | |
| Per Shipment | \$ 45.00 | |

*A small package shipment is a shipment totaling any number of pieces with a combined weight not to exceed 30 lbs that is received on the same day, from the same shipper and delivered by the same carrier.

ADDITIONAL SURCHARGES:

Shipment Delivered after Deadline Date (in addition to above rates)

| | | |
|--|----------|-------|
| Warehouse Shipment after October 02 | \$ 40.50 | 81.00 |
| Show site Shipment after Show Opening | \$ 37.75 | 75.50 |

All rates quoted above are straight time rates. All freight received at the warehouse that must be moved into or out of the booth before 8:00 am or after 4:30 pm on weekdays will be charged overtime rates. Show site overtime hours are before 8:00 am and after 4:30 pm on weekdays. Any time on Saturday, Sunday or holidays will be charged overtime each way in addition to the above rates.

Overtime Charge - Warehouse (in addition to above rates)

| | | |
|---------------------------------------|-----------|--------|
| Crated or Skidded Shipment | \$ 80.75 | 161.50 |
| Special Handling Shipment | \$ 105.00 | 210.00 |
| Carpet and/or Pad Only Shipment | \$ 121.25 | 242.50 |

Overtime Charge - Show Site (in addition to above rates)

| | | |
|--|-----------|--------|
| Crated or Skidded Shipment | \$ 75.50 | 151.00 |
| Special Handling Shipment | \$ 98.25 | 196.50 |
| Uncrated or Pad Wrapped Shipment | \$ 113.25 | 226.50 |
| Carpet and/or Pad Only Shipment | \$ 113.25 | 226.50 |

Off-target Charge (in addition to above rates)

| Description | Weight | CWT | Price per CWT | Estimated Total Cost (200 lb. Min.) |
|-------------------|---------|-----|------------------|-------------------------------------|
| | ÷ 100 = | | | |
| Surcharges | ÷ 100 = | | | |
| | | | 6.25% Tax | N/A |
| | | | Total | |