

**FREEMAN**

909 Newark Turnpike

Kearny, NJ 07032

(201) 299-7575 Fax: (469) 621-5618

FreemanNewYorkES@freeman.com



INCLUDE THE FREEMAN METHOD OF  
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **JA Special Delivery New York / October 29-31, 2017**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_ BOOTH SIZE: \_\_\_\_\_ X

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 201-299-7575 to speak with one of our experts.

**Let Freeman OnLine® estimate your material handling charges for you.** Log on to [www.freeman.com](http://www.freeman.com), select your show and click on "Estimate My Material Handling Costs". From Freeman OnLine® 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, Airborne Express & 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 bars or hooks.
- STRAIGHT TIME:** 8:00 A.M. to 4:30 P.M. Monday through Friday
- FREEMAN GUARANTEE:** ***Straight time rates will apply Monday through Friday during the first eight hours after the show closes.***
- OVERTIME:** 4:30 PM to 8:00 AM Monday through Friday, All day Saturday, Sunday, and Holidays  
**Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.**

Description	Price Per CWT	200 lb. Minimum
<b>RATE CLASSIFICATIONS:</b>		
<b>Warehouse Shipment (200 lb. minimum)</b>		
Crated or Skidded Shipment.....	\$ 167.75	335.50
Special Handling Shipment.....	\$ 260.00	520.00
Carpet and/or Pad Only Shipment.....	\$ 251.75	503.50
<b>Show Site Shipment (200 lb. minimum)</b>		
Crated or Skidded Shipment.....	\$ 121.50	243.00
Special Handling Shipment.....	\$ 185.75	371.50
Uncrated or Pad Wrapped Shipment.....	\$ 214.25	428.50
Carpet and/or Pad Only Shipment.....	\$ 182.25	364.50
<b>Small Package - Maximum weight is 30 lbs</b>		
Per Shipment.....	\$ 45.00	
<b>ADDITIONAL SURCHARGES:</b>		
<b>Shipment Delivered after Deadline Date (in addition to above rates)</b>		
Warehouse Shipment after October 19, 2017.....	\$ 84.00	168.00
Show Site Shipment after October 28, 2017.....	\$ 60.75	121.50
<b>Overtime Charge - Inbound (in addition to above rates)</b>		
Crated or Skidded Shipment.....	\$ 60.75	121.50
Special Handling Shipment.....	\$ 93.00	186.00
Uncrated or Pad Wrapped Shipment.....	\$ 107.25	214.50
Carpet and/or Pad Only Shipment.....	\$ 91.25	182.50
<b>Overtime Charge - Outbound (in addition to above rates)</b>		
Crated or Skidded Shipment.....	\$ 60.75	121.50
Special Handling Shipment.....	\$ 93.00	186.00
Uncrated or Pad Wrapped Shipment.....	\$ 107.25	214.50
Carpet and/or Pad Only Shipment.....	\$ 91.25	182.50

Description	Weight CWT	Price per CWT	Estimated Total Cost (200 lb. Min.)
	÷ 100 =		
<b>Surcharges</b>	÷ 100 =		
		<b>8.875% Tax</b>	<b>N/A</b>
		<b>Total</b>	

**The warehouse will receive shipments Monday through Friday during the hours of 8:00 AM - 2:30 PM.  
To check on the arrival of freight, please call (201) 299-7400.**

FREEMAN material handling

## SPECIAL HANDLING DEFINITIONS

for frequently asked questions and material handling estimator tools, go to [www.myfreemanonline.com](http://www.myfreemanonline.com)

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, Airborne Express & DHL) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

### **What about carpet only shipments?**

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

### **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 bars and hooks.

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DISCOUNT PRICE  
DEADLINE DATE  
OCTOBER 5, 2017

INCLUDE THIS FORM  
WITH YOUR ORDER  
PLEASE USE BLACK INK

Freeman method of payment

NAME OF SHOW: **JA Special Delivery New York / October 29-31, 2017**

COMPANY NAME: \_\_\_\_\_ BOOTH#: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ BOOTH SIZE \_\_\_\_\_ X  
CITY/STATE/ZIP: \_\_\_\_\_  
PHONE #: \_\_\_\_\_ EXT.: \_\_\_\_\_ FAX #: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_  
CONTACT'S E-MAIL \_\_\_\_\_

E-MAIL FOR INVOICE

☐ Check if you are a new Freeman Customer

Invoices will be sent by e-mail, please provide e-mail address of the person who reconciles your invoices if different than contact's e-mail.

### METHOD OF PAYMENT

BY SUBMITTING THIS FORM VIA FAX OR POSTAL MAIL OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

☐ **COMPANY CHECK**

Please make check payable to: Freeman. Checks must be in U.S. funds drawn on a U.S. or Canadian bank. ("US. FUNDS" MUST BE PRE-PRINTED on Canadian checks.)

**Please reference (442868) on your remittance.**

☐ **CREDIT/DEBIT CARD**

For your convenience, we will use this authorization to charge your credit/debit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. Please complete the information requested below:

☐ **AMERICAN EXPRESS** ☐ **MASTERCARD** ☐ **VISA**

**We do not accept credit card information via email.**

☐ **BANK TRANSFER**

Bank Transfer to Bank of America, N.A.; Dallas, TX

*Wire Transfer*

ABA#: 026009593 ACCT #1252039192 Freeman

*International Wire Transfer*

Swift Code: BOFAUS3N ACCT #1252039192 Freeman

*ACH Direct Deposit*

ABA# 111000012 ACCT #1252039192 Freeman

**Please reference Name of Show & Booth Number so we can properly credit your account.**

**Note: Customers are responsible for any bank processing fees.**

Account No.: \_\_\_\_\_

Exp. Date: \_\_\_\_\_

☐ Personal Credit Card

☐ Company Credit Card

Cardholder Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_

Cardholder Billing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

### ENTER TOTALS HERE

FURNISHINGS & ACCESSORIES	CARPET	RENTAL EXHIBITS & ACCESSORIES	INSTALLATION LABOR	DISMANTLE LABOR	MATERIAL HANDLING		
RIGGING INSTALLATION	RIGGING DISMANTLE	SIGNS	EXHIBIT TRANSPORTATION	GRAND TOTAL			

- Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: [www.freeman.com](http://www.freeman.com).
- Orders received without payment or after the discount price deadline date will be charged at the standard price.
- Copies of invoices may be picked up from the Service Desk prior to show closing.
- If you have questions or need assistance with any items not listed, please call and ask for your Exhibitor Sales Representative.