



**CONVENTION CONTRACTORS INC.**  
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 Customer Service Phone: (305) 751-1234  
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**RETURN FORM BY  
 DECEMBER 17, 2017**

**IN-WATER DISPLAYS  
 SHIPPING INFORMATION**

**Progressive Miami  
 International Boat Show  
 February 15 - 19, 2018  
 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 9, 2018. 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 22 through February 9, 2018 **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 22, 2018 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**