

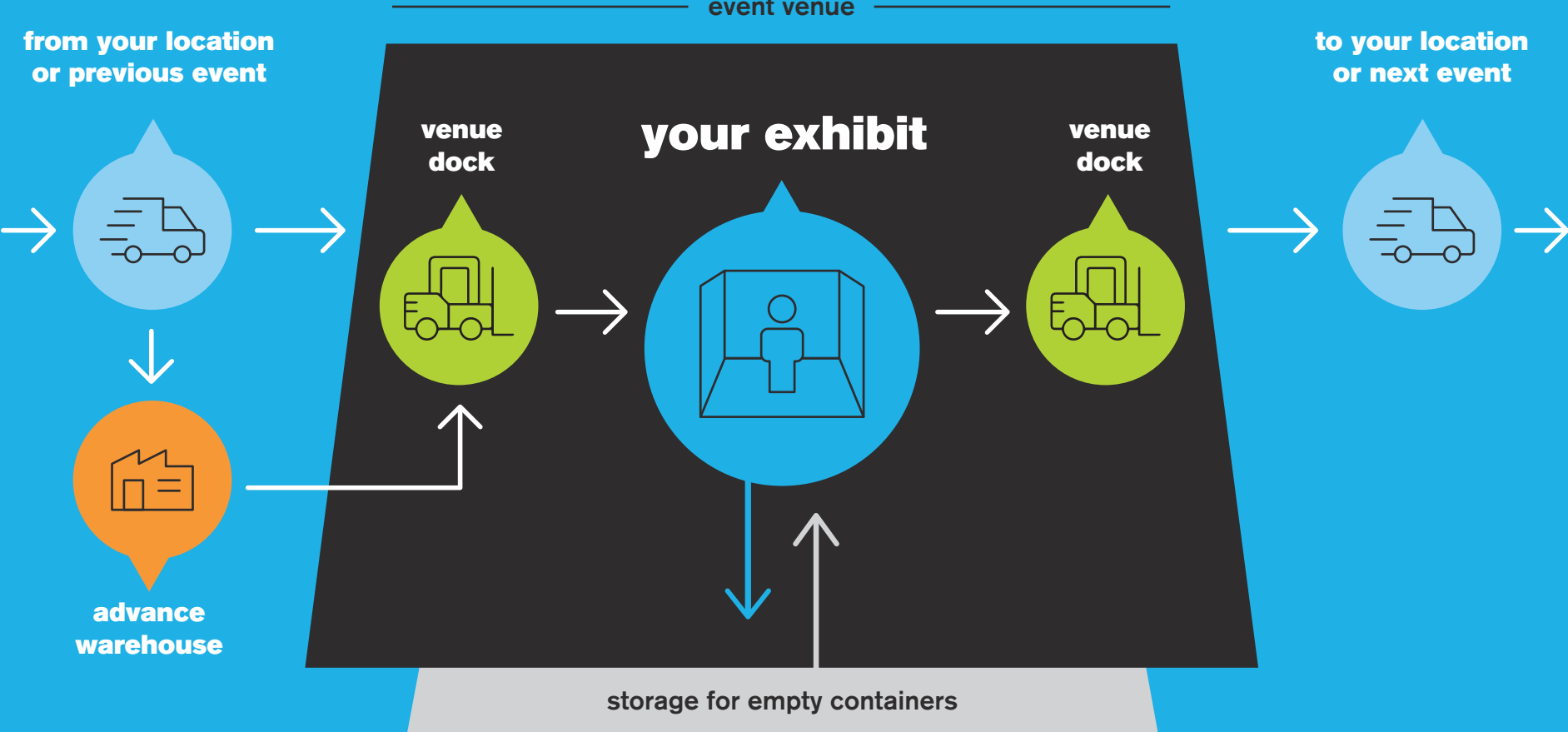
before event

during the event

after event

from your location
or previous event

to your location
or next event



advance warehouse

where exhibit materials are
stored before an event

shipping

transport to the venue's shipping
dock then from the shipping dock to
the next event or customer location

material handling

move items from the dock, to the
exhibit, back to the dock after the show



TRANSPORTATION SERVICE, FULLY LOADED.

Our convenient, affordable package puts productivity in overdrive.

Turn to Freeman for one-stop transportation services. Our all-inclusive round trip standard ground shipping and material handling package means transporting materials to any exhibit location has never been easier or more affordable. Plus, Freeman works directly with you and show site decision makers to streamline the process, so it's faster than ever to get on the road to success.

The Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- PICK-UP AND TRANSPORTATION FROM POINT OF ORIGIN TO YOUR CHOICE OF EITHER ADVANCE WAREHOUSE OR SHOW SITE
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION
- PRE-PRINTED SHIPPING LABELS AND OUTBOUND PAPERWORK

Benefits:

- TURNKEY PRICING ENSURES PRECISE BUDGETING
- NO ADDITIONAL HANDLING, PICK-UP OR DELIVERY FEES
- NO ADDITIONAL FUEL SURCHARGES OR OVERTIME SURCHARGES
- NO CARRIER WAITING TIME FEES
- EXPERIENCED ON-SITE TRANSPORTATION REPS FROM MOVE-IN THROUGH MOVE-OUT
- LTL (LESS THAN TRUCK LOAD) SHIPPING

*Services apply to destinations anywhere in the Continental U.S.



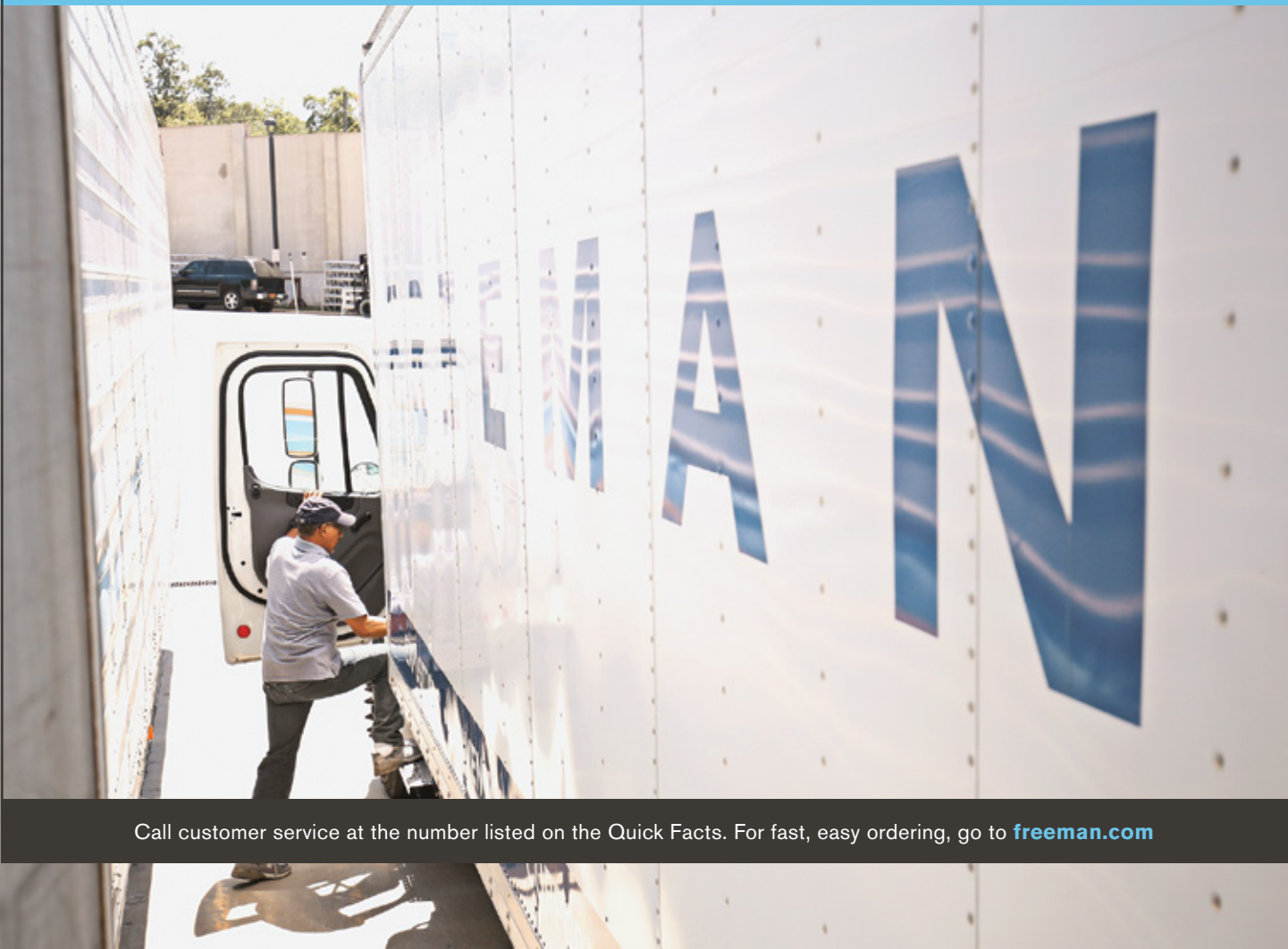
To take advantage, call **1-800-995-3579** or email **exhibit.transportation@freeman.com** for a quote.

RESULTS, DELIVERED

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With more than 90 years of experience in the events industry, no one understands exhibit transportation better than Freeman. Our transportation services are a seamless extension of the premium products that exhibitors around the world rely on time and time again.

Between our all-inclusive pricing and superior customer service, Freeman Exhibit Transportation is the most reliable, convenient and cost-effective solution available. Our team of experts has the ability to quickly respond to changes when necessary, remaining entirely responsive to all of your show requirements, whenever and wherever they arise.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com

EXHIBIT TRANSPORTATION SERVICES

Freeman Exhibit Transportation is an EPA Smartway Partner and is dedicated to reducing carbon emissions related to the transportation of goods. Renting or shipping items locally saves on carbon emissions and your shipping footprint.

Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION

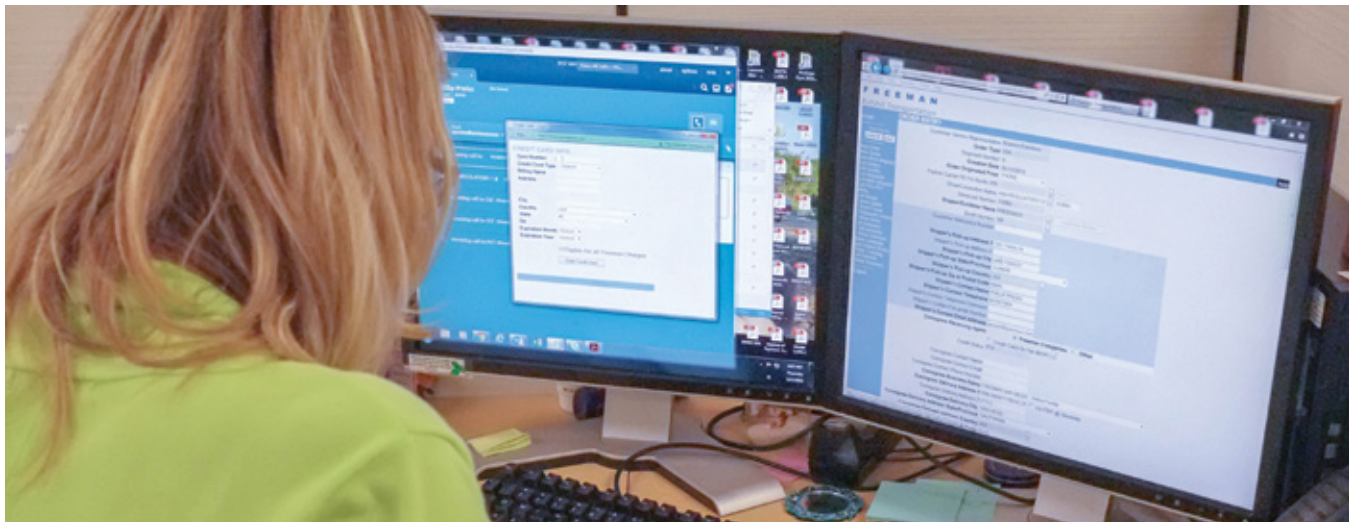
Questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit **freeman.com**

Continental U.S. Exhibitors: Contact our exhibit transportation experts at **800.995.3579** or via email at **exhibit.transportation@freeman.com**

International Exhibitors: Contact our exhibit transportation experts at **+1.817.607.5183** or via email at **international.freight@freeman.com**

DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM



FREEMAN

(800) 995-3579 Toll Free US & Canada
(817) 607-5183 Local & International



COMPLETE THIS FORM ONLY IF YOU ARE
SHIPPING YOUR EXHIBIT MATERIALS BY
FREEMAN EXHIBIT TRANSPORTATION

exhibit transportation

NAME OF SHOW: **IAAPA Expo 2021 / November 16-19, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

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

EXHIBIT TRANSPORTATION

TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the US must be cleared through customs. Please call for additional information:
(800) 995-3579 Toll Free US & Canada
(817) 607-5183 Local & International

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

PICK UP INFORMATION

Requested Pick Up Date: _____

SHIPPER NAME _____

SHIPPER ADDRESS _____

(City) (State) (Zip Code)

DESTINATION

- ☐ I will be shipping to the **WAREHOUSE**

FREEMAN / Exhibiting Company Name / Booth #

IAAPA Expo 2021

C/O: FREEMAN
10088 GENERAL DR
ORLANDO, FL 32824

MUST BE DELIVERED BY NOVEMBER 04, 2021

- ☐ I will be shipping to **SHOW SITE**

FREEMAN / Exhibiting Company Name / Booth #

IAAPA Expo 2021

C/O: FREEMAN
ORANGE COUNTY CONVENTION CENTER
9400 UNIVERSAL BLVD
ORLANDO, FL 32819-9340

CANNOT BE DELIVERED BEFORE NOVEMBER 11, 2021

TYPE OF SERVICE

- ☐ Next Day Air: Delivery next business day by 5:00 PM
☐ Second Day Air: Delivery second business day by 5:00 PM
☐ 3-5 Day Service: Delivery within 3 - 5 business days
☐ Declared Value \$ _____

Air Transportation charges are billed by Dimensional or Actual Weight, whichever is greater.

- ☐ Standard Ground: Dependent on distance
☐ Expedited Ground: Tailored to specific requirements
☐ Specialized: Pad wrapped, uncrated, truck load

SHIPPING INFORMATION

Items to be shipped

Number of Pieces	Est. Weight
____ Crates (wooden)	_____
____ Cartons (cardboard)	_____
____ Cases/Trunks (fiber) (color _____)	_____
____ Skids/Pallets	_____
____ Carpet (color _____)	_____
____ Other (_____)	_____
____ Total	_____

Size of largest piece: (H) _____ (W) _____ (L) _____

NOTE: Shipments will be weighed and measured prior to delivery.

OUTBOUND SHIPPING

- ☐ I would like to schedule outbound Freeman Exhibit Transportation. Please provide me with a Material Handling Agreement at show site for my shipping instructions and signature. So we may print your Outbound Material Handling Agreement and labels, please complete the following information **if different from pick up address:**

Ship to address:

Number of Labels : _____

FAX THIS COMPLETED FORM VIA:

E-mail:

exhibit.transportation@freeman.com

or

Fax: (469) 621-5810

**A TRANSPORTATION SPECIALIST
WILL CALL YOU TO CONFIRM
RECEIPT OF SHIPMENT REQUEST
AND FINALIZE DETAILS.**

SHOW # (504015) _____

NAME OF SHOW: **IAAPA Expo 2021 / November 16-19, 2021**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

FREIGHT & RIGGING QUESTIONNAIRE

To be completed by all exhibitors who are shipping freight to the show.

Dear Exhibitor:

To ensure a smooth move-in of your exhibit material and machinery at IAAPA, we ask that you please answer the following questions and email your reply to the attention of orlandotargetchanges@freemanco.com as soon as possible. If you have any further questions regarding freight and/or rigging, please call 888-508-5054 to reach a representative.

Please provide show site contact information:

SHOW SITE CONTACT NAME: _____

PRE-SHOW PHONE #: _____

ON-SITE CELL PHONE #: _____

E-MAIL ADDRESS: _____

1. How many truckloads of exhibit material will be sent to your booth? (check the appropriate box below with the type of trailer loads)

_____ Number of display material loads

_____ Number of machinery or steel loads

_____ Number of mixed display & machinery loads

☐ Closed Van ☐ Flatbed ☐ Lowboy Drop Deck ☐ Overseas Container

2. Will you require specific equipment to unload? (check all that apply)

☐ Crane ☐ Large Forklift ☐ Boom Lifts ☐ Lull Lift

Note: Unloading is separate from booth work / work orders.

3. What is the approximate total weight for all of your shipments? _____ lbs.

How much of your total weight is machinery weight? _____ lbs.

How much does your heaviest piece weight? _____ lbs.

How many pieces of machinery are over 5,000 lbs? _____

4. Mobile Unit Spot Info - Self Propelled ☐ Towed ☐ Size _____ Booth Number# _____

Í .Á Cranes - If cranes are to be used, please specify the following:

Date _____ Time _____ Size _____

Check one:

☐

Unloading Only

☐

Booth Work Only

☐

Both (Unloading & Booth Work)

Î .Á What size forklift will you need for booth work? (check all that apply)

☐

5K (5,000 lbs.)

☐

15K (15,000 lbs.)

☐

30K (30,000 lbs.)

☐

Lull Lift

Ï .Á Do you need specialized lifting equipment for your machinery? (spreader bars, steel plates, steel bars, special dollies, etc.)

☐

Yes

☐

No

8.Á Number of rigging crews requested? _____

9. Requested date & time riggers to start? _____

10. How many days will you need rigging crews? _____

Note: Be sure to submit your rigging labor order online through the Freeman Online or manually using the orderÁ forms from the Exhibitor Manual, also found online.

1F.Á Carpet - Does your carpet need to be installed prior to machinery/rigging spotting or cut in afterwards?

☐

Installed prior to machinery/rigging spotting

☐

Cut in after machinery/rigging has been spotted

Note: The advance receiving warehouse will accept display material and crated/skidded machinery. The advance receiving warehouse will NOT accept uncrated machinery or any single piece weighing more than 5,000 lbs.

IMPORTANT REMINDERS

- **All shipments must have certified weight tickets. This includes both a light and heavy weight.**
- Have you placed an order for carpet? ☐ Yes ☐ No. If not, be sure to submit your carpet order online through the Freeman Online
- Have you made arrangements for transportation of your materials & equipment to IAAPA? If not, or if you need assistance, contact Freeman Exhibit Transportation at 1-800-995-3579
- Do you have overhead truss work? ☐ Yes ☐ No
- Don't forget to order electrical, plumbing, telephone/internet, etc in advance to ensure installation is completed prior to your initial load-in. **These services are provided though the Orange County Convention Center Event Services.**