

EXCESSIVE TRASH AND BOOTH ABANDONMENT

Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and a disposal fee during exhibitor move-in. Excessive booth materials and/or literature left in the booth at the end of published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift & Rigging Labor, and/or Dumpster Fee. Please call our Exhibitor Services Department at (702) 579-1700 for a quote.

FREEMANONLINE®

Take advantage of discount pricing by ordering online at [FreemanOnline](#) by **MARCH 16, 2020**. Using the enhanced FreemanOnline, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect - **before, during and after** your show.

To place online orders, you will be required to enter your unique Username and Password. If this is your first time to use FreemanOnline, click on the "Create an Account" link. To access FreemanOnline without using the email link, visit [FreemanOnline](#).

If you need assistance with FreemanOnline, please call our Customer Support Center at (888) 508-5054 Toll Free US and Canada or +1(512) 982-4186 Local and International.

SHIPPING INFORMATION

Warehouse shipping address:

Exhibiting Company Name / Booth # _____
2020 MHI Congress & Expo
 C/O FREEMAN
 6675 W Sunset Rd
 Las Vegas, NV 89118

FREEMAN will accept crated, boxed or skidded materials beginning **MARCH 6, 2020** at the above address. Materials arriving after **MARCH 31, 2020** will be received at the warehouse with an additional after deadline charge. Warehouse freight will be delivered prior to exhibitor set up. If warehouse freight has to be moved in on a weekend in order to be in the exhibitors booth for move-in day, an overtime charge may apply. Please note that the Freeman warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigeration or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108"H x 93"W. Warehouse receiving hours are Monday through Friday between the hours of 7:00 a.m. and 2:30 p.m. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (702) 579-1700.

Showsite shipping address:

Exhibiting Company Name / Booth # _____
2020 MHI Congress & Expo
 C/O FREEMAN
 MGM Grand Conference Center
 4701 Koval Lane
 Las Vegas, NV 89109

FREEMAN will receive shipments at the exhibit facility beginning **APRIL 6, 2020**. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (702) 579-1700.

Please Note: Overtime rates will apply on all shipments, inbound/outbound, between 5:00 p.m. - 8:00 a.m., Monday - Friday; ALL DAY on Saturdays, Sundays and Holidays.

Please note: Any materials received by Freeman are subject to material handling charges and are the responsibility of the exhibitor. This also applies to items not ordered through the Official Show Vendors. Refer to the Material Handling Order Form for rates.

Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

SERVICE CONTRACTOR CONTACTS/INFORMATION:

FREEMAN
6555 West Sunset Road
Las Vegas, Nevada 89118
Ph: (702) 579-1700 Fax: (469) 621-5604
FreemanLasVegasES@freeman.com

FREEMAN EXHIBIT TRANSPORTATION
(800) 995-3579 US & Canada
+1 (512) 982-4187 Outside the US
+1 (817) 607-5183 International Shipping Services
(469) 621-5810 Fax
exhibit.transportation@freeman.com

SERVICE CENTER HOURS

We will have staff available at the Freeman Services Center as follows:

Monday	April 6, 2020	8:00 a.m.	-	6:00 p.m.
Tuesday	April 7, 2020	7:00 a.m.	-	6:30 p.m.
Wednesday	April 8, 2020	8:00 a.m.	-	4:00 p.m.

LABOR INFORMATION

Booth Installation & Dismantle: If utilizing Freeman labor, please refer to the Installation & Dismantle order form to place your order for display labor. Straight Time and Overtime hours are also listed on the order form. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Freeman Service Desk.

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (702) 579-1700.

WE APPRECIATE YOUR BUSINESS.

FREEMAN

6555 West Sunset Road
 Las Vegas, NV 89118
 (702) 579-1700 • Fax: (469) 621-5604

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **2020 MHI Congress & Expo / April 6-8, 2020**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call 702-579-1700 to speak with one of our experts.

Let FreemanOnline® estimate your material handling charges for you. Log on to www.freeman.com, 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, 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 5:00 P.M. Monday through Friday
- OVERTIME:** 5:00 P.M. to 8:00 A.M. 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.)
- WAREHOUSE HOURS:** 7:00 A.M. to 2:30 P.M. Monday through Friday, Holidays excluded.

Description	Price Per CWT	Minimum
RATE CLASSIFICATIONS:		
Warehouse Shipment (200 lb. minimum)		
Crated or Skidded Shipment.....	\$ 112.25	224.50
Special Handling Shipment.....	\$ 146.00	292.00
Carpet and/or Pad Only Shipment.....	\$ 168.50	337.00
Show Site Shipment (200 lb. minimum)		
Crated or Skidded Shipment.....	\$ 106.25	212.50
Special Handling Shipment.....	\$ 138.25	276.50
Uncrated or Pad Wrapped Shipment.....	\$ 159.50	319.00
Carpet and/or Pad Only Shipment.....	\$ 159.50	319.00
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 MARCH 31, 2020.....	\$ 28.25	56.50
Show Site Shipment after APRIL 6, 2020.....	\$ 26.75	53.50
Overtime Charge - Inbound (in addition to above rates)		
Crated or Skidded Shipment.....	\$ 26.75	53.50
Special Handling Shipment.....	\$ 34.75	69.50
Uncrated or Pad Wrapped Shipment.....	\$ 40.00	80.00
Carpet and/or Pad Only Shipment.....	\$ 40.00	80.00
Overtime Charge - Outbound (in addition to above rates)		
Crated or Skidded Shipment.....	\$ 26.75	53.50
Special Handling Shipment.....	\$ 34.75	69.50
Uncrated or Pad Wrapped Shipment.....	\$ 40.00	80.00
Carpet and/or Pad Only Shipment.....	\$ 40.00	80.00

Description	Weight	CWT	Price per CWT	Estimated Total Cost (200 lb. Min.)
	÷ 100 =			
Surcharges	÷ 100 =			
			8.375% Tax	N/A
			Total	

F R E E M A N

R U S H

DO NOT DELAY

RECEIVING DATE BEGINS: MARCH 6, 2020

DEADLINE DATE IS: MARCH 31, 2020

TO: _____
EXHIBITOR NAME

**C/O FREEMAN
6675 W SUNSET RD
LAS VEGAS, NV 89118**

WAREHOUSE

EVENT: _____ *2020 MHI Congress & Expo*

BOOTH NO. _____ **NO. OF PIECES** _____

F R E E M A N

R U S H

DO NOT DELAY

RECEIVING DATE BEGINS: MARCH 6, 2020

DEADLINE DATE IS: MARCH 31, 2020

TO: _____
EXHIBITOR NAME

**C/O FREEMAN
6675 W SUNSET RD
LAS VEGAS, NV 89118**

WAREHOUSE

EVENT: _____ *2020 MHI Congress & Expo*

BOOTH NO. _____ **NO. OF PIECES** _____

F R E E M A N

R U S H

D O N O T D E L A Y

CANNOT DELIVER BEFORE: APRIL 6, 2020

TO: _____
EXHIBITOR NAME

**C/O FREEMAN
MGM GRAND CONFERENCE
CENTER
4701 KOVAL LANE
LAS VEGAS, NV 89109**

SHOWSITE

EVENT: _____ *2020 MHI Congress & Expo*

BOOTH NO. _____ **NO. OF PIECES** _____

F R E E M A N

R U S H

D O N O T D E L A Y

CANNOT DELIVER BEFORE: APRIL 6, 2020

TO: _____
EXHIBITOR NAME

**C/O FREEMAN
MGM GRAND CONFERENCE
CENTER
4701 KOVAL LANE
LAS VEGAS, NV 89109**

SHOWSITE

EVENT: _____ *2020 MHI Congress & Expo*

BOOTH NO. _____ **NO. OF PIECES** _____