



## Clean Buildings Expo

Baltimore Convention Center - Baltimore, Maryland

March 26 - 27, 2019

Event Code: M186040319

**Connect With Us!**

email [baltimore@shepardes.com](mailto:baltimore@shepardes.com)  
 phone (410) 737-9270  
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 Columbia, MD 21046

Cartload Service

Cartload services are provided to those exhibitors arriving in privately-owned vehicles and have small hand-carried items that need to be delivered to and from the dock/booth location.

If you arrive with a truck, van, trailer, or truck with trailer filled with exhibit material you will not qualify for this service and will be redirected.

No personal trucks (one (1) ton & over), no rental trucks, trailers, or bobtails will be unloaded through cartload service.

All items must fit on flat bed cart (approximately 3'x4' in size) and weigh less than 200 pounds. If items are designated by Shepard personnel to be too large or too heavy, materials will be billed at regular material handling rates.

Your vehicle must unload on the receiving dock of the exhibit hall. Shepard personnel will direct vehicles. The cart is not authorized to enter or go to any parking structure. There must be two (2) people with the vehicle; one person to go with your product to the booth space and one person to remove your vehicle from the unloading area to the parking area.



Code	# of Trips	Item	Rate	Total
35151		Dock to Booth ST	41.80	
35152		Booth to Dock ST	41.80	
35153		Dock to Booth OT	62.70	
35154		Booth to Dock OT	62.70	

Cartload Service includes one laborer, one cart, one trip per rate listed above

ST - Straight time: Monday-Friday, 8:00 AM - 4:30 PM  
 OT - Overtime: Monday-Friday, after 4:30 PM; all day Saturday & Sunday  
 DT - Double-time: All other hours and holidays

Total Estimate: \$ \_\_\_\_\_  
 NA Tax\*: \$ \_\_\_\_\_  
 Amount Due: \$ \_\_\_\_\_

Signature indicates you read and accept the Payment Policy and Terms & Conditions.

No refunds or exchanges once item has been delivered to your booth.

Cancellations must be received in writing within 48 hours of 1st day of exhibitor move in.

Rental items found and in use in your booth are subject to "Standard" pricing.

Company Name: \_\_\_\_\_

BOOTH: \_\_\_\_\_

Contact Name

Contact Email Address



Card Holder Signature