

FREIGHT/DRAYAGE ORDER FORM

Mail Original Order Form To: Peter Corvallis Productions, Inc. 2204 N. Clark Ave. Portland, Oregon 97227

Show name
Location
Show date

Company Name _____ Booth # _____

Contact Name _____ Phone _____ Fax _____

Address _____ City _____ State _____ Zip _____

*If paying by credit card please fill out attached credit card authorization form.
No freight will be delivered without payment in advance!*

ADVANCE SHIPMENTS

Peter Corvallis Productions, Inc/Convention & Trade Show Services Company will receive crated/boxed shipments at our warehouse prior to the show and will provide 30 days storage.

Fees: \$28 per 100 pounds
200 pound minimum charge per exhibitor for shipped materials.

DIRECT SHIPMENTS

Peter Corvallis Productions, Inc/Convention & Trade Show Services Company will receive your shipment at the show location. **Shipments must arrive only during installation & exhibitor set-up hours.** If shipments arrive during unscheduled hours PCP/Convention & Trade Show Services Co. will not be responsible for missing freight.

Fees: \$25 per 100 pounds
200 pound minimum charge per exhibitor for shipped materials

FREIGHT HANDLING SERVICES

Includes Advance & Direct Shipments

- Delivery to booth space
- Removal & storage of empty packaging materials
- Removal of packages ready for shipping from booth
- Outbound arrangements made with preferred shipper

SHIPPING INFORMATION REQUIRED

Ship to:
Peter Corvallis Productions
Convention & Trade Show Services Company
2204 N. Clark Ave., Portland, Oregon 97227
P: 503.222.1664, F: 503.222.1047

Show Name
Exhibitor Name
BOOTH #

RE-FORWARDING SHIPMENT INSTRUCTIONS

Ship to: Company _____

Contact _____

Address _____

City/State/Zip _____

Telephone _____

Forward Via
 Truck other UPS Fed/Express UPS/FED
 Ex Account number _____

Total Pieces _____ Approximate Weight _____

Special Instructions _____

SPECIAL INSTRUCTIONS

** Shipments must be received no later than (date to be posted)
** Deliveries to site will not be accepted under any circumstances prior to decorator move-in.



Peter Corvallis Productions

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