



EXHIBITOR SERVICE KIT

SPRING MARKET MISSISSIPPI TRADEMART – JACKSON, MS APRIL 13 – 15, 2012

SHOW SCHEDULE

<u>EXHIBITOR MOVE IN:</u>	THURSDAY	APRIL 12, 2012	8:00 AM – 8:00 PM
<u>SHOW OPENS:</u>	FRIDAY	APRIL 13, 2012	9:00 AM
<u>SHOW CLOSSES:</u>	SUNDAY	APRIL 15, 2012	5:00 PM
<u>SHOW DISMANTLE:</u>	SUNDAY	APRIL 15, 2012	5:00 PM
<u>SHOW SPECIFICATIONS:</u>	BOOTH SIZE	10' X 10' DEEP	
	SHOW COLORS	BLACK	

THE EXHIBIT HALL IS NOT CARPETED

SHOW FURNISHINGS

THE FOLLOWING EQUIPMENT IS PROVIDED WITH THE RENTAL OF YOUR FURNISHED EXHIBIT SPACE:

8' HIGH BLACK BACK DRAPES AND 8' HIGH BLACK SIDE DRAPES
(Nothing may be pinned, taped or stapled to this fabric)

RENTAL FURNISHINGS AND ELECTRICAL SERVICE ARE AVAILABLE THROUGH
CONVENTION DISPLAY SERVICE, INC.
PLEASE CONTACT BROOKE FULLER AT 601-948-4228 WITH ANY QUESTIONS.

PLEASE DIRECT THIS PACKET TO THE PERSON RESPONSIBLE FOR YOUR EXHIBIT



SPRING MARKET
MISSISSIPPI TRADEMART – JACKSON, MS
APRIL 13 – 15, 2012

CONVENTION DISPLAY SERVICE, INC. IS PLEASED TO BE THE TRADE SHOW DECORATOR / SERVICE CONTRACTOR FOR THIS EVENT.

PLEASE CONTACT BROOKE FULLER AT **601-948-4228** IF YOU HAVE ANY QUESTIONS OR NEED ASSISTANCE WITH YOUR ORDER.

- ORDERS WITH PAYMENT IN FULL MUST BE RECEIVED BY APRIL 5, 2012 TO TAKE ADVANTAGE OF THE DISCOUNTED ADVANCE ORDER RATE.
- ORDERS WITH PAYMENT MUST BE RECEIVED A MINIMUM OF 72 HOURS PRIOR TO EXHIBITOR MOVE IN TO AVOID PROCESSING DELAYS
- PHONE ORDERS ARE NOT ACCEPTED
- ORDERS FOR BOOTH FURNISHINGS OR SERVICES MAY BE MAILED, FAXED OR EMAILED TO CONVENTION DISPLAY SERVICE:

CONVENTION DISPLAY SERVICE, INC.
P O BOX 13387
JACKSON, MS 39236-3387

or to the street address:

CONVENTION DISPLAY SERVICE, INC.
908 LARSON ST.
JACKSON, MS 39202

24 HOUR FAX SERVICE FOR CREDIT CARD ORDERS: **601-948-3824**

E-MAIL ORDERS TO brookef@cds1958.com

- ORDERS FOR BOOTH FURNISHINGS OR SERVICES MUST BE SUBMITTED WITH PAYMENT.
- ORDERS RECEIVED WITHOUT PAYMENT OR PURCHASE ORDER WILL BE RETURNED AND NOT PROCESSED
- PLEASE INCLUDE MS SALES TAX WITH YOUR ORDER. IF YOUR COMPANY IS MS SALES TAX EXEMPT, PLEASE INCLUDE TAX EXEMPTION LETTER WITH YOUR ORDER. MISSISSIPPI'S SALES TAX IS 7%

NO REFUNDS WILL BE GIVEN FOR SERVICES NOT USED OR CANCELLED AFTER INSTALLATION

Questions, problems or discrepancies must be reported during exhibitor set up. No credits or adjustments will be considered after the show closes.



CREDIT CARD BILLING AUTHORIZATION & PAYMENT POLICY

<p>THIS FORM MUST ACCOMPANY ALL ORDERS</p> <p>PAYMENT POLICY: CDS requires payment in full, including applicable tax, when orders are submitted. <u>You may choose to pay by credit card or check, however, CDS requires that a credit card authorization be placed on file with your order.</u> <i>YOUR SHOWSITE REPRESENTATIVE MUST BE MADE AWARE OF THIS POLICY AND HAVE A MEANS OF PAYMENT UNLESS THERE IS A CREDIT CARD ON FILE. OTHERWISE SERVICES WILL BE DENIED</i></p> <p><i>ORDERS RECEIVED WITH PAYMENT BY STATED DUE DATE QUALIFY FOR THE DISCOUNTED ADVANCE ORDER RATE. CDS will not be responsible for missed deadlines or processing delays resulting from payments mailed separately from order forms.</i></p> <div style="background-color: black; color: white; text-align: center; padding: 2px;">NO REFUNDS WILL BE GIVEN FOR SERVICES NOT USED OR CANCELLED AFTER INSTALLATION.</div> <p>Questions, problems or discrepancies must be reported during exhibitor set up. No credits or adjustments will be considered after the show closes.</p> <ul style="list-style-type: none"> • CHECKS - Must be payable to CONVENTION DISPLAY SERVICE & drawn on US funds account • PURCHASE ORDERS – NOT CONSIDERED PAYMENT • PHONE ORDERS NOT ACCEPTED 	<p>ORDER RECAP Total from each page</p> <hr/> <p>Standard Furnishings _____</p> <p>Accessories _____</p> <p>Electrical Service _____</p> <p>Carpet _____</p> <p>Cleaning _____</p> <p>Labor _____</p> <p>Material Handling _____</p> <p>Custom Signs _____</p> <div style="text-align: right; margin-top: 10px;"> <p>For Mailed Receipt Add \$ 2.00</p> <p>Grand Total \$ _____</p> </div> <p style="text-align: center;">Convention Display Service, Inc. Federal ID #64-0656926 CDS is exempt from backup withholding tax</p> <p>Check here if you want a receipt faxed <input type="checkbox"/> e-mailed <input type="checkbox"/></p> <p>For a mailed receipt, please remit a \$2.00 handling charge</p>
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CREDIT CARD AUTHORIZATION - complete all information American Express Mastercard Visa
THIS FORM IS FOR USE BY CONVENTION DISPLAY SERVICE ONLY. ALL INFORMATION IS KEPT CONFIDENTIAL

Account # _____ Verification Code _____

EXP. DATE _____

PRINT CARDHOLDER NAME _____

CARDHOLDER SIGNATURE _____ BILLING ZIP CODE _____

FOR YOUR CONVENIENCE, CDS WILL USE THIS AUTHORIZATION TO CHARGE YOUR ACCOUNT FOR SERVICES, INCLUDING LABOR, FREIGHT, OR OTHER MISCELLANEOUS SERVICES NOT COVERED BY YOUR INITIAL PAYMENT.

I agree in placing this order that I have accepted CDS' terms and conditions

Exhibiting Firm Name _____ Booth # _____

Address _____

City _____ State _____ Zip _____

Authorized Contact _____ Title _____

Phone (____) _____ Fax (____) _____

x Authorized Signature _____ E-Mail: _____

Convention or Trade Show: **SPRING MARKET – JACKSON, MS**



FURNITURE & ACCESSORIES

Show: SPRING MARKET – JACKSON, MS
Discount Deadline: APRIL 5, 2012
Phone Orders Not Accepted

Qty	Description	Advance Price	Floor Price
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Skirted Tables 24" wide x 30" high

Includes white vinyl top & pleated skirt on 3 sides

___ Skirted 4' table*	\$ 49.00	\$ 65.00	___
___ Skirted 6' table	\$ 66.00	\$ 86.00	___
___ Skirted 8' table	\$ 79.00	\$ 97.00	___
___ 4 th Side Skirting, Optional	\$ 18.00		___

Note *4' comes skirted on 4 sides

Skirted Tables 24 "wide x 42" high (counter height)

Includes white vinyl top & pleated skirt on 3 sides

___ Skirted 4' table *	\$ 69.00	\$ 91.00	___
___ Skirted 6' table	\$ 86.00	\$116.00	___
___ Skirted 8' table	\$ 99.00	\$131.00	___
___ 4 th Side Skirting, Optional	\$ 30.00		___

Note *4' comes skirted on 4 sides

TABLE SKIRTS WILL BE BLACK

Un-Skirted Tables 24" wide x 30" high

___ 4' table	\$ 26.00	\$ 31.00	___
___ 6' table	\$ 31.00	\$ 39.00	___
___ 8' table	\$ 36.00	\$ 46.00	___

Un-Skirted Tables 24" wide x 42" high

___ 4' table	\$ 31.00	\$ 41.00	___
___ 6' table	\$ 39.00	\$ 49.00	___
___ 8' table	\$ 46.00	\$ 57.00	___

Seating

___ Black Folding Chair	\$ 15.00	\$ 20.00	___
___ Arm Chair	\$ 46.00	\$ 61.00	___
___ High Stool	\$ 51.00	\$ 66.00	___

Arm chairs & high stools are covered in gray fabric with lightly padded back and seat

Qty	Description	Advance Price	Floor Price
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Single Tier Risers 12" wide x 12" high

___ 6' covered - white	\$ 39.00	\$ 51.00	___
___ 8' covered - white	\$ 46.00	\$ 61.00	___
___ 6' without cover	\$ 21.00	\$ 29.00	___
___ 8' without cover	\$ 26.00	\$ 35.00	___

Accessories

___ Aluminum Floor Easel	\$ 21.00	\$ 29.00	___
___ Wastebasket	\$ 11.00	\$ 16.00	___
___ 8' Post & Base Unit		\$ 10.00	___
___ 3' Post & Base Unit		\$ 7.50	___
___ Extender Rod		\$ 5.00	___
___ 8' h drapes per lin ft	\$ 5.00'	\$ 6.00'	___
___ 3' h drapes per lin ft	\$ 3.00'	\$ 4.00'	___
___ 30" Polysateen per lin ft	\$ 4.00'	\$ 5.00'	___
___ 42" Polysateen per lin ft	\$ 6.00'	\$ 8.00'	___

Note: show colors prevail

The following are available by advance order only

___ Pegboard Vertical Mount	\$ 76.00	___
___ Pegboard Horizontal Mount	\$ 76.00	___

Note: 4 x 8' sheets with 1/4" holes—hooks not provided

NO REFUNDS WILL BE GIVEN FOR SERVICES NOT USED OR CANCELLED AFTER INSTALLATION.

Questions, problems or discrepancies must be reported during exhibitor set up. No credits or adjustments will be considered after the show closes.

Total all items ordered on this sheet		_____
Add 7 % tax		_____
Payment Enclosed		_____

Prices include delivery, installation, rental & removal
 All orders are governed by the CDS payment policy as stated in the exhibitor kit

Return to CDS at P. O. Box 13387
 Jackson, MS 39236-3387
 or
 Street address 908 Larson Street
 Jackson, MS 39202
 by e-mail to brookef@cds1958.com
 by fax to 601-948-3824

Exhibiting Firm Name _____ Booth # _____
 Print Contact Name _____ Title _____
 Mailing Address: _____ City _____ State _____ Zip _____
 Phone (____) _____ Fax (____) _____
 X Authorized Signature _____ E-mail: _____



ELECTRICAL SERVICE

Show: SPRING MARKET – JACKSON, MS
Discount Deadline: APRIL 5, 2012
Phone Orders Not Accepted

Current Available: 110-208 Volt A. C. Single Phase, 60 cycle
 208 Volt A. C. Three Phase, 60 Cycle

Connectors have one plug. Exhibitors should provide their own extension cords and/or power strips

Labor For Electrical Work On Equipment Including Repairs & Tracing Malfunctions (1 hour minimum):

\$40.00 per hour, straight time
 \$60.00 per hour, overtime

Labor is considered overtime on Saturday, Sundays and Holidays; before 8 AM or after 4:30 PM, Monday – Friday.

All electrical connections must be made by the contractor to conform with the electrical code. Wall outlets, post or floor outlets are not a part of booth space. All booths are individually checked during show to determine actual users of power. Exhibitors found using power where no outlets have been ordered prior to show are subject to 1 ½ times normal rate for outlets used.

Qty	Description	Advance Price	Floor Price
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120 Volt Service

___	500 Watts (5 Amps)	\$ 82.00	\$ 98.00___
___	1000 Watts (10 Amps)	\$ 92.00	\$110.00___
___	1500 Watts (15 Amps)	\$102.00	\$122.00___
___	2000 Watts (20 Amps)	\$112.00	\$136.00___

208 Volt – Single Phase Service

___	30 Amps	\$156.00	\$206.00___
___	40 Amps	\$171.00	\$231.00___
___	50 Amps	\$196.00	\$256.00___

208 Volt – Three Phase Service

___	20 Amps	\$201.00	\$266.00___
___	30 Amps	\$231.00	\$306.00___
___	40 Amps	\$261.00	\$346.00___
___	50 Amps	\$291.00	\$386.00___
___	60 Amps	\$321.00	\$422.00___

Exhibitors ordering 208V connections must notify the CDS Service Desk when the equipment is set and ready for hookup.

*Prices include delivery, installation, rental & removal
 All orders are governed by the CDS payment policy as stated in the exhibitor kit*

<i>Total all items ordered on this sheet</i>	_____
<i>Add 7% tax</i>	_____
<i>Payment Enclosed</i>	_____

NO REFUNDS WILL BE GIVEN FOR SERVICES NOT USED OR CANCELLED AFTER INSTALLATION.

Questions, problems or discrepancies must be reported during exhibitor set up. No credits or adjustments will be considered after the show closes.

Return to CDS at

P. O. Box 13387
 Jackson, MS 39236-3387

Street address 908 Larson Street
 Jackson, MS 39202

by e-mail to brookef@cds1958.com
 by fax to 601-948-3824

Exhibiting Firm Name _____ Booth # _____
 Print Contact Name _____ Title _____
 Mailing Address _____ City _____ State _____ Zip _____
 Phone (____) _____ Fax (____) _____
 X Authorized Signature _____ E-Mail: _____



STANDARD BOOTH CARPET

ORDER DUE BY
APRIL 5, 2012

ALL PRICES QUOTED INCLUDE RENTAL, DELIVERY, INSTALLATION, REMOVAL AND TAPING FRONT EDGE

STANDARD CARPET - 9' WIDE

STANDARD CARPET WILL NOT BE TRIMMED TO FIT BOOTH SPACE

LENGTH Linear Feet	QUANTITY	ADVANCE PRICE	FLOOR PRICE	AMOUNT
10' SECTION		\$ 63.00	\$ 83.00	\$
20' SECTION		\$126.00	\$166.00	\$
30' SECTION		\$189.00	\$249.00	\$
Over 30'	# Lin. Ft. _____	\$ 6.30 Linear Ft.	\$ 8.30 Linear Ft.	\$

PADDING FOR STANDARD CARPET

LENGTH Linear Feet	QUANTITY	ADVANCE PRICE	FLOOR PRICE	AMOUNT
10' SECTION		\$ 40.00	\$ 53.00	\$
20' SECTION		\$ 80.00	\$106.00	\$
30' SECTION		\$120.00	\$159.00	\$
Over 30'	# Lin. Ft. _____	\$ 4.00 Linear Ft.	\$ 5.30 Linear Ft.	\$

COLOR SELECTIONS (please check one)
 MEDIUM RED
 GRAY MIST
 BLACK
 HUNTER GREEN
 GOLD
 TEAL

ADDITIONAL TAPING per Linear Foot _____ Ft @\$.65 per Ft. = _____
VISQUENE per Linear Foot _____ Ft @\$1.35 per Ft = _____

NO REFUNDS WILL BE GIVEN FOR SERVICES NOT USED
OR CANCELLED AFTER INSTALLATION
 Questions, problems or discrepancies must be reported during exhibitor set up. No credits or adjustments will be considered after the show closes.

SUB TOTAL \$ _____
 ADD 7% TAX \$ _____
 TOTAL \$ _____

ORDERS WITHOUT PAYMENT WILL NOT BE PROCESSED

Please type or print

Exhibiting Firm Name: _____ Contact: _____
 Address: _____
 City: _____ State _____ Zip _____
 Phone: (____) _____ Fax: (____) _____ E-Mail _____
 Booth No. _____ Convention or Show: SPRING MARKET – JACKSON, MS
 Authorized Signature _____

Return To: CONVENTION DISPLAY SERVICE, INC., P. O. BOX 13387, JACKSON, MS 39236-3387 OR
 908 LARSON STREET, JACKSON, MS 39202 / FAX: 601-948-3824 (CREDIT CARD ORDERS ONLY)
 brookef@cds1958.com

C ONVENTION
D ISPLAY
S ERVICE, INC.

P O BOX 13387
JACKSON, MS 39236
PHONE (601) 948-4228
FAX (601) 948-3824

**BOOTH CLEANING
AND
JANITORIAL SERVICES**

**ORDERS DUE BY
APRIL 5, 2012
PHONE ORDERS NOT ACCEPTED**

The cleaning services provided by the Exhibit Hall include only a general sweeping of the aisles. If you wish special services as listed below, please complete this form and mail it with payment to Convention Display Service, Inc.

**CHECK THE SERVICE REQUIRED
All Rates Are Based On Gross Booth Area**

CLEANING SERVICES

VACUUMING OF BOOTH ONCE PRE-SHOW OR DAILY _____ DAYS

Total # of Sq. Ft
x \$.25 Per Day \$ _____

JANITORIAL

EMPTY WASTEBASKETS _____ Days @ 15.00
DAILY Per Booth Per Day \$ _____

**NO REFUNDS WILL BE GIVEN FOR SERVICES NOT USED
OR CANCELLED AFTER INSTALLATION.**

Questions, problems or discrepancies must be reported during exhibitor set up. No credits or adjustments will be considered after the show closes.

TOTAL \$ _____

Please type or print

Exhibiting Firm Name: _____ Attn: _____

Address: _____

City: _____ State _____ Zip _____

Phone: (_____) _____ Fax: (_____) _____ E-Mail _____

Booth No. _____ Convention or Show: SPRING MARKET – JACKSON,MS

Authorized Signature _____

Return To: CONVENTION DISPLAY SERVICE, INC., P. O. Box 13387, JACKSON, MS 39236-3387 OR
908 LARSON STREET, JACKSON, MS 39202 / FAX: 601-948-3824 (CREDIT CARD ORDERS ONLY)
brookef@cds1958.com



LABOR
ORDER DUE BY
APRIL 5, 2012
 PHONE ORDERS NOT ACCEPTED

LABOR RATES: \$36.00 per hour per man - straight time
\$54.00 per hour per man - overtime

One hour minimum per man. Rates quoted are based on prevailing wage scales and subject to change upon notice. All labor before 8:00 AM, after 4:30 PM weekdays, at any time on Saturday, Sunday and Holidays is considered overtime.

WE WILL REQUIRE LABOR ACCORDING TO THIS SCHEDULE:

	NO. OF MEN	DATE	TIME	APPRX. HRS	AMOUNT DUE
INSTALL <input type="checkbox"/> ST <input type="checkbox"/> OT SELECT TYPE Porter Service _____ Installation _____					
DISMANTLE <input type="checkbox"/> ST <input type="checkbox"/> OT SELECT TYPE Porter Service _____ Dismantle _____					
<input type="checkbox"/> CDS SUPERVISION			<input type="checkbox"/> EXHIBITOR SUPERVISION		
PROCEED WITH INSTALLATION at the earliest time. Exhibit will be installed on straight time whenever possible. <input type="checkbox"/> Set up instructions enclosed with order <input type="checkbox"/> Set up instructions with exhibit To insure an efficient and proper installation, set up instructions must be provided			DO NOT PROCEED. Exhibitor's representative will call at Service Desk for labor at _____ <input type="checkbox"/> AM <input type="checkbox"/> PM No labor will be dispatched directly to the booth. Exhibitors must come to the service desk to sign out required number of men and return to the service desk upon completion of work to release labor. Starting time other than 8 AM cannot be guaranteed.		

Please indicate the service desired. If procedure is not indicated, labor will not be assigned until exhibitor reports to the service desk. A one hour minimum per man will be charged if exhibitor does not pick up labor as specified.

CREDIT CARD MASTERCARD VISA AMERICAN EXPRESS

ACCT NUMBER _____

EXP ___/___

VERIFICATION CODE _____

PRINT CARD HOLDER NAME _____

CARD HOLDER _____

SIGNATURE _____

A CREDIT CARD MUST BE ON FILE IF LABOR IS ORDERED. Will be used only if there is an unpaid balance for labor services at conclusion of show.

Please type or print

Exhibiting Firm Name: _____

Address: _____

City: _____ State _____ Zip _____

Phone: (_____) _____ Fax: (_____) _____

E-mail _____

Booth No. _____ Convention or Show: **SPRING MARKET – JACKSON, MS**

Signature _____

Return To: CONVENTION DISPLAY SERVICE, INC., P. O. BOX 13387, JACKSON, MS 39236-3387 OR
 908 LARSON STREET, JACKSON, MS 39202 / FAX : 601-948-3824 (CREDIT CARD ORDERS ONLY)
 brookef@cds1958.com



SHIPPING & MATERIAL HANDLING INFORMATION

Convention Display Service, Inc. is the official drayage/material handling contractor for this event. Please read all information contained in this section carefully so that there will be no last minute confusion regarding your shipment.

REMEMBER TO VERIFY EASTER HOLIDAY SHIPPING/DELIVERY SCHEDULE WITH YOUR CARRIER

SHIPPING ADDRESSES

CDS will receive containerized, non-hazardous, non-perishable materials at the following address 30 days prior to show. Non-containerized shipments, loose materials and local deliveries will be accepted at the show site only.

ADVANCE RECEIVING

**Exhibiting Firm Name
Spring Market Booth #
c/o CDS
908 Larson Street
Jackson, MS 39202**

SHIPMENTS MUST ARRIVE AT THE ADVANCE RECEIVING ADDRESS BY TUESDAY APRIL 10, 2012 TO INSURE PROPER HANDLING. IF YOU CANNOT MEET THIS SHIPPING SCHEDULE PLEASE CONTACT CDS FOR INSTRUCTIONS. There is a charge for this service. Shipments will be accepted at the advance receiving address no earlier than thirty days prior to show set up. Receiving hours are 8 AM to 4 PM, Monday – Friday. Closed on Saturday and Sunday

DIRECT TO SITE

**Exhibiting Firm Name
Spring Market Booth #
c/o Mississippi Trade Mart Building
1200 East Mississippi Street
Jackson, MS 39202**

SHIPMENTS WILL NOT BE ACCEPTED ON-SITE UNTIL THURSDAY APRIL 12, 2012. CDS will not be responsible for refused or delayed shipments resulting from attempted deliveries to show site prior to this date.

If exhibitors are not on site to receive and sign for delivery or not located by freight delivery drivers, shipments will be signed for by CDS personnel and exhibitors will be charged accordingly. A credit card will need to be supplied to CDS for payment before freight is placed in booth.

**ALL SHIPMENTS MUST ARRIVE FREIGHT PREPAID. COLLECT SHIPMENTS WILL BE REFUSED.
CDS MATERIAL HANDLING CHARGES DO NOT INCLUDE PREPAID CARRIER CHARGES**

- Shipments received without individual carrier receipts or bills of lading (UPS, FedEx, Airborne, Etc) will be delivered to the booth without guarantee of piece count or condition. No liability will be assumed by CDS for such shipments.
- Exhibitors Should Make Certain That All Material Is Properly Insured Against Fire, Theft, Damage And All Hazards While In Transit, To And From Your Booth, And For The Duration Of The Show. While It Is Understood That Convention Display Service, Inc. Will Use Its Best Efforts To Protect The Exhibitor's Property, It Is Not Responsible For Loss, Theft Or Damage.



MATERIAL HANDLING RATE SCHEDULE

**STRAIGHT TIME: MONDAY - FRIDAY
8 AM - 4:00 PM**

**OVERTIME: BEFORE 8 AM OR AFTER
4:00 PM - WEEKDAYS
SAT., SUN., HOLIDAYS**

RATES APPLY TO EACH 100 LBS OR FRACTION THEREOF. EACH DELIVERY IS CONSIDERED SEPARATELY. NO CUMULATIVE WEIGHTS WILL BE ALLOWED ON MINIMUMS, SPLIT SHIPMENTS, ETC.

- ALL SHIPMENTS MUST ARRIVE PREPAID. COLLECT SHIPMENTS WILL BE REFUSED.
- RATES DO NOT INCLUDE PAYMENT OF CARRIER CHARGES

CHARGES INCLUDE THE FOLLOWING SERVICES

- * 1. Receive & store **crated, boxed or skidded shipments** (30 days free storage prior to exhibitor move-in)
- * 2. Handling to Exhibit Hall
- * 3. Charges from dock to exhibitor's space, empty crate removal and return, and loading out on carrier are all included in rate
- * Uncrated or loose materials and local deliveries will be accepted at the show site only.

RATES

- **\$40.00 CWT Straight Time** (single shipment over 200 lbs)
- **\$60.00 CWT Overtime** (single shipment over 200 lbs)
- ◆ **\$80.00 MINIMUM CHARGE** (single shipments 50lbs to 200 lbs)

CWT = per hundred weight
(Example: 300 lbs = 3 CWT)

SMALL PACKAGE: Maximum weight per shipment, per delivery is 50 lbs
Cartons, envelopes, or other containers received without documentation via specialized carriers (UPS, FedEx, etc.) will be delivered without guarantee of piece count or condition.

Shipments received via specialized carriers not falling into the small package category will be subject to CWT rates.

First carton per delivery @ \$25.00
Each add'l carton in delivery @ \$10.00

It is understood that your calculations are an estimate and invoicing will be done from the actual weight / piece count.
Adjustments will be made accordingly

LBS PER CWT X \$\$\$ per CWT = Material Handling Charge	= \$ _____
Minimum Charge (single shipment of 50 lbs to 200 lbs) @ \$80.00 each	= \$ _____
Small Package 1st container \$25.00 Add'l containers @ \$10.00 each	Total = \$ _____

Forklift with driver - PER HOUR IN	\$90.00	\$ _____	Forklift with driver - 1/2 hr MINIMUM IN	\$55.00	\$ _____
Forklift with driver - PER HOUR OUT	\$90.00	\$ _____	Forklift with driver - 1/2 hr MINIMUM OUT	\$55.00	\$ _____

FORKLIFT RATED AT 5,000 LBS WITH 4' FORKS. IF THIS IS NOT ADEQUATE PLEASE CONTACT CDS TO MAKE SPECIAL ARRANGEMENTS

CREDIT CARD MASTERCARD VISA AMERICAN EXPRESS

ACCT NUMBER _____

EXP ___ / ___

V-code _____

PRINT CARD HOLDER NAME _____

CARD HOLDER _____

SIGNATURE _____

A CREDIT CARD IS REQUIRED IF MATERIAL HANDLING SERVICES ARE REQUIRED

Please print or type

Exhibiting Firm Name: _____

Print Contact Name: _____

Mailing Address: _____ City _____ State _____ Zip _____

Phone (____) _____ Fax: _____ E-Mail _____

Booth No. _____ Convention or Show **SPRING MARKET - JACKSON, MS**

Signature _____



RETURN SHIPPING FORM
 SPRING MARKET
 JACKSON, MS

THIS FORM IS FOR VERIFICATION PURPOSES ONLY AND DOES NOT CONSTITUTE ANY RESPONSIBILITY ON THE PART OF CDS PERSONNEL FOR THE COMPLETION OF YOUR SHIPPING DOCUMENTS.

FAILURE TO CONFIRM FINANCIAL ARRANGEMENTS FOR CDS MATERIAL HANDLING SERVICES IN ADVANCE MAY RESULT IN SHIPPING DELAYS

SHIP TO: _____

 CITY _____
 STATE _____ ZIP _____

SHIPMENT MUST ARRIVE AT THE ABOVE ADDRESS NO LATER THAN _____

Please allow for adequate shipping time when selecting carrier. CDS will expedite shipments to the best of our ability, however CDS is not responsible for delay of rush shipments.

PLEASE INDICATE OUTBOUND SERVICE PROVIDER

Exhibiting Firms Are Responsible For Making Sure That Shipments Are Re-Packed, Labeled And That Properly Executed Shipping Documents Are Tendered To Convention Display Service Before Departing The Show Floor. Bills of lading, air bills and labels are available at the CDS service desk.

ABF FREIGHT SYSTEM ABF Account # _____

FEDEX AIR FedEx Acct. # _____

OTHER (please name) _____

CDS can make outbound arrangements with ABF Freight and FedEx Air ONLY!
 Exhibitors must make their own outbound arrangements with any other carriers, including but not limited to UPS and FedEx Ground

CONVENTION DISPLAY SERVICE, INC. WILL NOT RELEASE SHIPMENTS TO ANY CARRIER UNLESS PROPERLY EXECUTED SHIPPING DOCUMENTS HAVE BEEN PRESENTED TO THE CONVENTION DISPLAY SERVICE FREIGHT DESK.

- EXHIBITING FIRMS NOT USING ABF FREIGHT SYSTEM OR FEDEX AIR ARE RESPONSIBLE FOR ARRANGING CARRIER PICK UP
- CARRIERS MUST BE ON SITE FOR PICK UP BY 10:00 AM ON MONDAY APRIL 16, 2012
- CONVENTION DISPLAY SERVICE, INC. DOES NOT PREPAY OUTBOUND CARRIER CHARGES
- Exhibiting Firms Using Specialized Carriers Must Provide Shipping Documents And Declaration Of Contents As Required By Carrier to Convention Display Service.

CONVENTION DISPLAY SERVICE, INC. RESERVES THE RIGHT TO RE-ROUTE ANY SHIPMENT IF A DESIGNATED CARRIER FAILS TO CHECK IN WITH THE FREIGHT DESK BY THE STATED CHECK IN TIME. Convention Display Service, Inc. assumes no liability as a result of such re-routing or handling. The exhibiting firm will be charged accordingly. Convention Display Service, Inc. is not responsible for shipments left in booth by exhibitor. CDS will count & ship pieces as found when loading out from exhibit hall.

Return To: CONVENTION DISPLAY SERVICE, INC., P. O. BOX 13387, JACKSON, MS 39236-3387 OR
 908 LARSON STREET, JACKSON, MS 39202 / FAX: 601-948-3824 (CREDIT CARD ORDERS ONLY)
 brookef@cds1958.com

Exhibiting Firm Name _____ Booth # _____

Contact Name _____ Phone () _____

Fax () _____ E-mail: _____

Authorized Signature _____

**SPRING MARKET
MISSISSIPPI TRADE MART – JACKSON, MS
APRIL 13 – 15 2012**

Additional Vendor Services

THE FOLLOWING SERVICE PROVIDERS ARE INCLUDED FOR CONVENIENCE. HOWEVER, WITH THE EXCEPTION OF TELEPHONE SERVICE, ARRANGEMENTS MAY BE MADE WITH THE PROVIDER OF YOUR CHOICE. ARRANGEMENTS FOR THE FOLLOWING SERVICES MUST BE MADE DIRECTLY BETWEEN THE EXHIBITING FIRM AND THE SUPPLIER

Installation & termination of services, delivery and pick up of rentals must coincide with exhibitor move in and move out times.

FLORAL

**GREEN OAK FLORIST
601-956-5022**

TEMPORARY TELEPHONE & INTERNET SERVICE

**AT&T SMALL BUSINESS
PHONE 601.961.6300
CONTACTS CONSTANCE JAMES,
KIM WADE OR TRACY BOLTON
SERVICE SITE IS
1200 E. MISSISSIPPI STREET
JACKSON, MS 39202**

AUDIO VISUAL

**BOWIE AUDIO VISUAL
601-957-6566**

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