

STRONCO

EXHIBITOR ORDER FORMS

MODE ACCESSORIES FALL SHOW
Delta Hotel Toronto Airport & Conference Centre
August 11 - 13, 2019



PLEASE FAX, MAIL OR EMAIL YOUR ORDER FORM TO:

1510-B Caterpillar Road, Mississauga ON, L4X 2W9 | T: 905.270.6767 | F: 905.270.6771 | exhibitorservices@stronco.com

Welcome to Stronco!

We are pleased to be appointed Official Service Contractor for **MODE ACCESSORIES FALL SHOW**.

Our goal is to make your exhibiting experience easy, pleasant and an unparalleled success.

Whatever your exhibiting needs, we have the products and services to give you a professional appearance and increased visibility. The following products and services are available for your event:

- **Display Tables & Drapery**
- **Drapery Hardware**
- **Counters, Storage & Display Units**
- **Accessories & Office Furnishing**
- **Chairs, Stools, Tables, Sofas**
- **Exhibit Rentals**
- **Installation & Dismantling Labour**
- **Booth Cleaning**
- **Carpet & Underpadding**
- **Signs & Graphics**
- **Advance Show Receiving**
- **Transportation Services**

Please see the following order forms for more details.

STRONCO EXHIBITOR SERVICES CENTRE

If you require assistance with your exhibiting needs or any of our products and services, please contact our Exhibitor Services Centre at 800-665-2621.

Thank you for your business! We hope you have a successful show.

Payment Policy Information Sheet

DISCOUNT PRICE DEADLINE DATE

To take advantage of discounted pre-show pricing listed on the order forms, we must receive your order and payment by the deadline date specified on the order form.

Orders without payment cannot be processed until payment is received and will be charged the after deadline date prices.

METHOD OF PAYMENT

All orders must be paid in full prior to delivery.

You must complete a **CREDIT CARD AUTHORIZATION FORM** if you are paying by cheque, or ordering any of the following services:

- Material Handling
- Advance Show Receiving
- Installation & Dismantle Labour Services
- In-Booth Forklift Service
- Transportation Services
- Customs Brokerage Services
- Plan to have your representative order services on-site

Payment can be made by Visa, MasterCard, American Express, Cheque or Bank Wire Transfers.

We do not accept cheques on-site.

THIRD PARTY BILLING

If you would like to arrange for an exhibit house or other agent to manage and order services on your behalf, they may make payment arrangements with us. The exhibiting company is ultimately responsible for all charges incurred on their behalf if payment is not made by the third party.

CANCELLATION POLICY

A 70% refund will be allowed on all written cancellations received 7 days prior to show set-up, excluding display rentals and signage.

No refunds will be given on signage and graphics once they are produced.

All claims and discrepancies must be settled prior to show closing. No adjustments or refunds will be given for items cancelled after the stated cancellation period.

Online Ordering Information Sheet



Stronco is pleased to make our online ordering service available for the upcoming:

MODE ACCESSORIES FALL SHOW
Delta Hotel Toronto Airport & Conference Centre
August 11 - 13, 2019

To place your order online, view the show schedule or print order forms, go to **www.stroncoonline.com**.

In order to protect your privacy and restrict access to exhibitors in this event we have assigned the following show code to this event:

Show Code: 492353546

To place online orders, you will be required to enter your Show Code and Booth Number.

If you have not registered on our online ordering system before, you must complete the registration process.

Once you have registered your information in our Online Ordering System you will not be required to register again to place online orders for future events serviced by Stronco.

If you need assistance with our online ordering system, please contact our Exhibitor Services Centre at 800-665-2621.

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Advance Show Receiving Information Sheet

IMPORTANT – PLEASE READ CAREFULLY

BENEFITS OF ADVANCE SHIPPING:

- Storage of materials for up to 30 days prior to show
- Priority delivery of shipment to your booth prior to start of exhibitor move-in
- Saves you valuable time and additional costs during set-up

SERVICE INCLUDES:

- Receive shipment at the warehouse up to 30 days in advance of show (any items stored beyond 30 days will incur additional charges)
- Provide inventory count and record any visual damage
- Deliver materials to show site
- Unloading of shipment and delivery to booth
- Removing of empty containers from booth to designated storage area (may be off-site)
- Return of empty containers to booth after show closing
- Loading of shipment from booth to carrier of choice

ESTIMATING CHARGES:

- Charges are based on weight of shipment and are charged per hundred weight (CWT) and rounded up to the nearest hundred. Minimum per shipment may apply. See enclosed Advance Show Receiving Order Form.
- All shipments must be accompanied with a Certified Weight Ticket. Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges are estimates only and will be adjusted according to weight tickets.
- A \$50 surcharge will apply if shipment has to be weighed.
- Off target shipments will be charged an additional 30% to the applicable CWT rate.
- A surcharge will apply if advance freight is received after the published deadline date for shipments to arrive in the warehouse.
- A surcharge may apply if shipments are received with incomplete information.

NOTE:

- All shipments must be properly labeled including booth number. Labels must be on each item shipped.
- To avoid additional charges, ensure all shipments are in crates or on skids.
- Collect shipments will not be accepted by the warehouse.
- **Shipments are accepted in the warehouse Monday to Friday between 8:00 a.m. and 4:00 p.m.**

SHIPMENT DEFINITIONS

CRATED/SKIDDED	Skidded materials or materials in a shipping container that can be unloaded at loading dock with no additional handling.
UNCRATED	Loose or pad-wrapped shipments; machinery without proper lifting bars or hooks.
SPECIAL HANDLING	Material that requires additional handling, including ground unloading, stacked or constricted space unloading, designated piece loading, alternate delivery location, loads mixed with pad wrapped material and shipments without proper delivery receipts.
SMALL PACKAGE	Shipment consisting of any number of pieces not exceeding a combined weight of 30 lbs, and is received collectively on the same day, from the same shipper and delivered by the same carrier.

SHIPMENT WEIGHTS

If no weight ticket is provided, Stronco's weight estimates are final and binding when shipment is received in the warehouse. Shipments may be calculated by Stronco using cubic weight (dimensional weight) or actual shipment weight (pounds) for billing purposes.

INSURANCE

Shipments should be adequately insured by the exhibitor for coverage when out of care, custody and control of Stronco.

LIABILITY

Stronco will not be held responsible for concealed damage upon delivery to advance warehouse, or damage or loss of merchandise after delivery to booth, before or during installation time, or at conclusion of show prior to delivery to common carrier. Stronco will not be responsible for damages while handling loose or inadequately packed exhibit materials. The condition, count, and contents of the materials at the time of removal will be final and binding. Stronco reserves the right to alter the exhibitor's bill of lading to reflect the actual condition, count, and contents at the time of removal. Stronco will not be responsible for failure or delay in performing service when delay is caused by strike, labour stoppage or any other cause unavoidable or beyond Stronco's control. Stronco's liability is limited to \$0.30 per pound per article, to a maximum of \$30.00 per article and \$150 per shipment. Values exceeding this limitation should be insured by the shipper.

ALL ORDERS MUST BE ACCOMPANIED WITH AN ADVANCE RECEIVING ORDER FORM AND PAYMENT.

SHIPPING LABELS - TO ADVANCE WAREHOUSE

A

**ADVANCE
WAREHOUSE
EXHIBITION FREIGHT**

FROM

ADVANCED SHIPMENT

TO

EXHIBITING COMPANY

BOOTH NUMBER

MODE ACCESSORIES FALL SHOW

SHOW

c/o **STRONCO LOGISTICS**
1510B Caterpillar Road
Mississauga, ON L4X 2W9

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS
Warehouse receiving hours are Monday – Friday, 8:00 am – 4:00 pm

CARRIER _____

NUMBER OF PIECES _____ **OF** _____

SHIPPING LABELS - DIRECT TO SHOW SITE

D

**DIRECT TO
SHOW SITE
EXHIBITION FREIGHT**

FROM

DIRECT SHIPMENT

TO

EXHIBITING COMPANY

BOOTH NUMBER

MODE ACCESSORIES FALL SHOW

SHOW

**DELTA HOTEL TORONTO AIRPORT &
CONFERENCE CENTRE**
655 Dixon Road
Toronto, ON M9W 1J3

CARRIER _____

NUMBER OF PIECES _____ **OF** _____

TRANSPORTATION SERVICES



Need to get your exhibit materials to the show? Stronco Logistics is committed to fulfilling all your trade show logistics needs and gives you reliable service and great rates on air and ground shipping.

We offer full service Logistics solutions including:

- All modes of transportation including land, air and sea
- Local cartage service, tailgate, driver assist
- Real time freight tracking and tracing
- Canada, U.S. and International Customs Clearances
- Temporary imports, on-site clearances, ATA carnets
- On-site representation and around the clock contact information

FOR MORE INFORMATION CONTACT:

Stronco Logistics Services

T: 905.270.6767 | logistics@stronco.com | www.stronco.com

Transportation Services Order Form

PICKUP ADDRESS		
COMPANY NAME _____		
IRS # _____		
ADDRESS _____		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
CONTACT _____		
PHONE # _____	FAX _____	

DELIVERY ADDRESS		
COMPANY NAME _____		
SHOW NAME	MODE ACCESSORIES FALL SHOW	BOOTH # _____
FACILITY Delta Hotel Toronto Airport & Conference Centre		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
ON SITE CONTACT _____		
CELL PHONE # _____		

BILL TO		
COMPANY NAME _____		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
CONTACT _____		
PHONE # _____	FAX _____	

RETURN FREIGHT		
COMPANY NAME _____		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
CONTACT _____		
PHONE # _____		

TERMS OF PAYMENT AND SECURITY DEPOSIT – MUST BE COMPLETED																			
<input type="checkbox"/> VISA	<input type="checkbox"/> MC	<input type="checkbox"/> AMEX	<input type="checkbox"/> CORPORATE CARD	<input type="checkbox"/> PERSONAL CARD															
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%;"> </td><td style="width:25%;"> </td><td style="width:25%;"> </td><td style="width:25%;"> </td> <td style="width:25%;"> </td><td style="width:25%;"> </td><td style="width:25%;"> </td><td style="width:25%;"> </td> <td style="width:25%;"> </td><td style="width:25%;"> </td> </tr> </table>																			
CARD NUMBER					EXPIRY DATE														
Card Holder _____																			
Signature _____					Date _____														
I hereby authorize the use of this credit card for payment of services related to this order form. I understand that declined credit cards are subject to a 30% surcharge.																			

SHIPMENT INFORMATION							
Pick Up Date	_____	Time	_____	Delivery Date	_____	Time	_____
TYPE	PIECES	DIMENSIONS (Inches)			WEIGHT (LBS)		
Cartons / Boxes	_____	L _____	W _____	H _____	_____	_____	_____
Crates / Fiber Case	_____	L _____	W _____	H _____	_____	_____	_____
Skid / Pallet	_____	L _____	W _____	H _____	_____	_____	_____
Carpet / Other	_____	L _____	W _____	H _____	_____	_____	_____
Total Pieces				Total LBS			
Requested Service Level	<input type="checkbox"/> AIR	<input type="checkbox"/> 2 ND DAY	<input type="checkbox"/> TRUCK				
Additional Services Required	<input type="checkbox"/> LIFT GATE	<input type="checkbox"/> INSIDE PICKUP / DELIVERY					

CARGO INSURANCE / DECLARED VALUE	
The declared value of carriage of this shipment is agreed to and understood to be \$0.50 per pound multiplied by the number of pounds for that part of the shipment lost or damaged but not less than \$50.00 per shipment UNLESS a value is declared below and applicable charges paid. Subject to the terms and conditions of the liability of the Forwarder for loss/damage stated below. Cargo insurance will not apply or cover any electronic goods. (Additional fees for Cargo Insurance will apply)	
Do you require additional Insurance?	<input type="checkbox"/> YES <input type="checkbox"/> NO Declared Value \$ _____

TERMS & CONDITIONS		
<p>This order is placed with the specific understanding that we hereby release Stronco and or agents from all liability for loss, damage and or theft to our merchandise and property, no matter how caused, and we have insured all such properties being handled. 1) Stronco shall not be responsible for damage to uncrated materials, improperly packaged or concealed damage. 2) Stronco will not be responsible for any loss/damage/delay due to fire, acts of god, strikes, lockouts of any kind beyond its control. 3) Stronco liability is outlined in the above Cargo Insurance/Declared Value section. Please ensure you are self-insured or you must declare a value for carriage and pay the charges applicable for the service. 4) Stronco shall not be liable to any extent whatsoever for the actual, potential or assumed losses or profits or revenues, or for any collateral costs which may result from any loss or damaged to an exhibitor's materials which make it impossible or impractical to exhibit same. 5) Each exhibitor is responsible to declare all hazardous materials and abide by all Federal, Provincial, State and local laws.</p> <p>I have read and agreed to the Terms and Conditions of this contract with Stronco.</p>		
Print Name	Signature/Authorization	Date
_____	_____	_____

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INTERNATIONAL & U.S. EXHIBITORS



US and International shipments entering Canada require specialized documentation. Stronco can expedite the time-consuming and confusing paperwork involved. We can handle all inbound and outbound customs documents, eliminating unnecessary and time-consuming delays at border crossings. Our partnership with Canada's leading Customs Brokers ensures your clearances are being handled by licensed professionals with years of experience and long-standing relationships with Canada Border Services Agency.

We offer full service Logistics solutions including:

- All modes of transportation including land, air and sea
- Local cartage service, tailgate, driver assist
- Real time freight tracking and tracing
- Canada, U.S. and International Customs Clearances
- Temporary imports, on-site clearances, ATA carnets
- On-site representation and around the clock contact information

FOR MORE INFORMATION CONTACT:

Stronco Logistics Services

T: 905.270.6767

logistics@stronco.com

www.stronco.com