

General Information

Welcome to BorderWorx!

We are pleased to be appointed Official Service Contractor for **PPIC SHOW 2022**.

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:

- **Full Transportation from your location, to and from the show site**
- **Display Tables & Drapery (INCLUDED WITH REGISTRATION)**
- **Chairs (2) (INCLUDED WITH REGISTRATION)**
- **Installation & Dismantling labor**
- **Material Handling Services**
- **Advance Show Receiving**

Please see the following order forms for more details.

BORDERWORX EXHIBITOR SERVICES CENTRE

If you require assistance with your exhibiting needs or any of our products and services, please email our Exhibitor Services Centre at ExhibitorServices@BorderWorx.com .

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
- Transportation Services
- Customs Brokerage Services
- Plan to have your representative order services on-site

Payment can be made by Visa, MasterCard, Cheque or Bank 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 50% refund will be allowed on all written cancellations received 7 days prior to show set-up.

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

Online Ordering Information Sheet



BorderWorx is pleased to make our online form service available for the upcoming:

PPIC SHOW 2022
CROWN PLAZA NIAGARA FALLS - NIAGARA ROOM
JUNE 12-16,2022

To complete your forms online, view the show schedule or print order forms,
go to www.BorderWorx.com/TradeShows.

Credit Card Authorization

SHOW	PPIC SHOW 2022	DEADLINE DATE	May 30, 2022
LOCATION	CROWN PLAZA NIAGARA FALLS - NIAGARA ROOM	SHOW DATES	June 12-16, 2022

COMPANY INFORMATION

COMPANY				BOOTH #	
ADDRESS					
CITY		PROV / STATE		POSTAL / ZIP	
CONTACT		TITLE		EMAIL	
TEL		EXT		FAX	

IMPORTANT

This form must be filled out if:

1. You are paying by cheque
2. Your representative will be placing any orders onsite
3. You are ordering Material Handling, Advance Receiving, Installation & Dismantle Labour, In-Booth Forklift Services, Transportation Services or Customs Brokerage Services

CREDIT CARD INFORMATION

I understand that BorderWorx will use this authorization to charge any outstanding fees upon show closing to the credit card listed below. These include funds related to any unpaid or outstanding balance due to BorderWorx, an NSF cheque, show site orders placed by your representative, material handling and advance shipment overages, installation and dismantle labour charge adjustments and transportation and customs brokerage service adjustments.

VISA MASTERCARD

CVV

CARD NUMBER

EXPIRY DATE

CARDHOLDER

SIGNATURE

DATE

BILLING

ADDRESS

(If different from above)

EMAIL

TEL

FAX

Cheques will not be accepted without this authorization.
If this form is not completed, onsite orders must be paid in full prior to delivery.

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 add'l 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
- Does not include Linehaul to/from USA and Customs Brokerage. See additional forms for instructions and fees.

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, BorderWorx 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 except where BorderWorx Trade Show Services arranged the freight from pickup location.
- **Shipments are accepted in the warehouse Monday to Friday between 8:00 a.m. and 5:00 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, BorderWorx' weight estimates are final and binding when shipment is received in the warehouse. Shipments may be calculated by BorderWorx 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 BorderWorx.

LIABILITY

BorderWorx 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. BorderWorx 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. BorderWorx reserves the right to alter the exhibitor's bill of lading to reflect the actual condition, count, and contents at the time of removal. BorderWorx 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 BorderWorx' control. BorderWorx' 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.

Advance Show Receiving Order Form

Shipments are accepted from	May 30, 2022
No shipments will be accepted as advance warehouse status on or after	June 06, 2022

SHOW	PPIC SHOW 2022		FORM DEADLINE DATE	May 25, 2022	
LOCATION	CROWN PLAZA NIAGARA FALLS - NIAGARA ROOM		SHOW DATES	June 12-16, 2022	
COMPANY			BOOTH #		
ADDRESS					
CITY		PROV / STATE		POSTAL / ZIP	
CONTACT		TITLE		EMAIL	
TEL		EXT		FAX	

****CREDIT CARD AUTHORIZATION FORM MUST BE SUBMITTED WITH THIS SERVICE****

RATES								
Shipments are accepted in the warehouse Monday to Friday between 8:00 a.m. and 5:00 p.m.			SHIPMENTS RECEIVED ON OR BEFORE DEADLINE DATE			SHIPMENTS RECEIVED AFTER DEADLINE DATE		
TIME			PRICE PER CWT					
Note: Rates are based on show move-in/move-out times. If your move-in or move-out time fall during overtime hours, overtime rate will apply.			CRATED	UNCRATED	SPECIAL HANDLING	CRATED	UNCRATED	SPECIAL HANDLING
REGULAR TIME	Mon - Fri	8:00 am – 5:00 pm	\$72.00	\$84.00	\$99.00	\$84.50	\$102.50	\$112.50
OVERTIME	Mon – Fri Sat – Sun Holidays	Before 8:00 am or after 5:00 pm All day All day	\$84.00	\$102.00	\$119.00	\$92.50	\$114.50	\$132.50
MINIMUM CHARGE		The minimum charge applies to each shipment and is not cumulative on multiple shipments.						\$ 240.00
ON-SITE ORDERS		A 25% surcharge will be applied to on-site orders.						
OFF-TARGET SHIPMENTS		A 30% surcharge will be applied to off-target shipments.						

CALCULATION (when recording weight, round up to the nearest 100 lbs or minimum, whichever is greater)				
DESCRIPTION <small>(see advance show receiving information sheet for definitions of shipments)</small>	WEIGHT (LBS)	CWT	RATE <small>(see applicable rates above)</small>	ESTIMATED TOTAL <small>(Final total will be adjusted according to shipment weight)</small>
CRATED/SKIDDED SHIPMENT	_____ ÷ 100 = _____	x	\$ _____ = _____	_____
UNCRATED SHIPMENT	_____ ÷ 100 = _____	x	\$ _____ = _____	_____
SPECIAL HANDLING SHIPMENTS	_____ ÷ 100 = _____	x	\$ _____ = _____	_____

Note: Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, BorderWorx will charge the entire shipment at the uncrated rate. Charges above 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.

PAYMENT	
Note: You must complete a credit card authorization form if you are paying by cheque <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD CVV <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/>	
CARD NUMBER <input style="width: 100%; height: 20px;" type="text"/>	EXPIRY DATE <input style="width: 100%; height: 20px;" type="text"/>
I have read and understand the Terms & Conditions of my agreement with BorderWorx CARD HOLDER _____ SIGNATURE _____ DATE _____	
TERMS & CONDITIONS This order is placed with the specific understanding that we hereby release BorderWorx Logistics, LLC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.	• Refunds will not be given on orders canceled on-site. • A 50% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. • All claims/discrepancies must be settled prior to show closing. • No cheques will be accepted on-site.



SHIPPING LABELS - TO USA ADVANCE WAREHOUSE

A

**USA ADVANCE
WAREHOUSE
EXHIBITION FREIGHT**

FROM

ADVANCED SHIPMENT

TO

EXHIBITING COMPANY

BOOTH NUMBER

PPIC SHOW 2022

SHOW

c/o **BORDERWORX LOGISTICS, LLC**

6405 INDUCON DRIVE WEST SANBORN, NY 14132

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS
Warehouse receiving hours are Monday – Friday, 8:00 am – 5:00 pm

CARRIER _____

NUMBER OF PIECES _____ OF _____

**CALL FOR DELIVERY APPOINTMENT
716-216-6714 EXT 500**

SHIPPING LABELS - DIRECT TO SHOW SITE

D

**DIRECT TO
SHOW SITE
EXHIBITION FREIGHT**

FROM

DIRECT SHIPMENT

TO

EXHIBITING COMPANY

BOOTH NUMBER

PPIC SHOW 2022

SHOW

CROWN PLAZA NIAGARA FALLS - FALLSVIEW

5685 Falls Avenue, Niagara Falls, ON CANADA L2E 6W7

CARRIER _____

NUMBER OF PIECES _____ OF _____

**CALL FOR DELIVERY APPOINTMENT
716-216-6714 EXT 500**

SHIPPING LABELS - TO CDN ADVANCE WAREHOUSE

A

**CANADIAN ADVANCE
WAREHOUSE**

EXHIBITION FREIGHT

FROM

ADVANCED SHIPMENT

TO

EXHIBITING COMPANY _____

BOOTH NUMBER _____

PPIC SHOW 2022

SHOW _____

**BORDERWORX LOGISTICS INC.
6060 BURNSIDE COURT, UNIT #3,
MISSISSAUGA ONTARIO L5T 2T5**

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS
Warehouse receiving hours are Monday – Friday, 8:00 am – 5:00 pm

CARRIER _____

NUMBER OF PIECES _____ OF _____

**CALL FOR DELIVERY APPOINTMENT
716-216-6714 EXT 500**

SHIPPING LABELS - DIRECT TO SHOW SITE

D

**DIRECT TO
SHOW SITE**

EXHIBITION FREIGHT

FROM

DIRECT SHIPMENT

TO

EXHIBITING COMPANY _____

BOOTH NUMBER _____

PPIC SHOW 2022

SHOW _____

**CROWN PLAZA NIAGARA FALLS - FALLSVIEW
5685 FALLS AVENUE, NIAGARA FALLS,
ONTARIO L2E 6W7**

CARRIER _____

NUMBER OF PIECES _____ OF _____

**CALL FOR DELIVERY APPOINTMENT
1-716-216-6714 EXT 500**

Material Handling Information Sheet

IMPORTANT – PLEASE READ CAREFULLY.

BorderWorx has been appointed as the Official Material Handling Service Provider for this event.

MATERIAL HANDLING SERVICE INCLUDES:

- 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

** This service includes move-in and move-out, whether fully or partially used*

Note: Transportation to and from show site is not included as part of this service.

ESTIMATING MATERIAL HANDLING CHARGES:

- Material handling services are charged per hundred weight (CWT) and rounded up to the nearest hundred. A minimum charge of 200 lbs per shipment is applicable.
- 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, BorderWorx 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.

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.

Material Handling Order Form

SHOW	PPIC SHOW 2022	DEADLINE DATE	May 25, 2022
LOCATION	CROWN PLAZA NIAGARA FALLS - NIAGARA ROOM	SHOW DATES	June 12-16, 2022

COMPANY	BOOTH #			
ADDRESS				
CITY		PROV / STATE		POSTAL/ ZIP
CONTACT		TITLE		EMAIL
TEL		EXT		FAX

****CREDIT CARD AUTHORIZATION FORM MUST BE SUBMITTED WITH THIS SERVICE****

RATES					
TIME			PRICE PER CWT (200 lb minimum)		
Exhibitor is responsible for carrier wait times for shipments direct to show			CRATED	UNCRATED	SPECIAL HANDLING
REGULAR TIME	Mon - Fri	8:00 am – 5:00 pm	\$64.00	\$81.00	\$94.00
OVERTIME	Mon – Fri Sat – Sun Holidays	Before 8:00 am or after 5:00 pm All day All day	\$77.00	\$93.00	\$114.00
ON-SITE ORDERS	A 25% surcharge will be applied to on-site orders.				
OFF-TARGET SHIPMENTS	A 30% surcharge will be applied to off-target shipments.				
NOTE: If your move-in or move-out fall during overtime hours, overtime rate will be applied.					

CALCULATION (when recording weight, round up to the nearest 100 lbs or minimum (200 lbs), whichever is greater)				
DESCRIPTION <small>(see material handling information sheet for definitions of shipments)</small>	WEIGHT (LBS) <small>(200 lbs minimum)</small>	CWT	RATE <small>(see applicable rates above)</small>	ESTIMATED TOTAL <small>(Final total will be adjusted according to shipment weight)</small>
CRATED/SKIDDED SHIPMENT	_____	÷ 100 =	_____ x \$ _____ =	_____
UNCRATED SHIPMENT	_____	÷ 100 =	_____ x \$ _____ =	_____
SPECIAL HANDLING SHIPMENTS	_____	÷ 100 =	_____ x \$ _____ =	_____
<small>Note: Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, BorderWorx will charge the entire shipment at the uncrated rate. Charges above are estimates only and will be adjusted according to weight tickets. A \$50.00 surcharge will apply if shipment has to be weighed. Off target shipments will be charged an additional 30% to the applicable CWT rate.</small>				
	WEIGHT (LBS)	QTY	RATE <small>(per shipment)</small>	TOTAL
SMALL PACKAGE (not to exceed 30 lbs)			\$65.00	

PAYMENT			
<small>Note: You must complete a credit card authorization form if you are paying by cheque</small> <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD CVV _____			
			SUB TOTAL
			TOTAL USD
CARD NUMBER	EXPIRY DATE		
I have read and understand the Terms & Conditions of my agreement with BorderWorx			
CARD HOLDER	SIGNATURE	DATE	
TERMS & CONDITIONS <small>This order is placed with the specific understanding that we hereby release BorderWorx Logistics, LLC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.</small>		<ul style="list-style-type: none"> <small>• Refunds will not be given on orders cancelled on-site.</small> <small>• A 50% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage.</small> <small>• All claims/discrepancies must be settled prior to show closing.</small> <small>• No cheques will be accepted on-site.</small> 	



Labour Service Form

SHOW	PPIC SHOW 2022	DEADLINE DATE	May 25, 2022
LOCATION	CROWN PLAZA NIAGARA FALLS - BROCK ROOM	SHOW DATES	June 12-16,2022
COMPANY			BOOTH #
ADDRESS			
CITY		PROV / STATE	POSTAL/ ZIP
CONTACT		TITLE	EMAIL
TEL		EXT	FAX

****CREDIT CARD AUTHORIZATION MUST BE SUBMITTED WITH THIS SERVICE****

- Labour rates are charged per labourer per hour in half hour increments.
- A minimum charge of one hour per labourer is applicable.
- If BorderWorx supervision is required, add 25% to the total labour cost.
- A 25% surcharge is applicable on onsite orders.

RATES			
REGULAR TIME	Mon - Fri	8:00 a.m. – 4:00 p.m.	\$94.00 / hour / man
OVERTIME	Mon – Fri	4:00 p.m. – 6:00 p.m.	\$138.00 / hour / man
	Sat – Sun	8:00 a.m. – 4:00 p.m.	
DOUBLE TIME	Mon – Fri	After 6:00 p.m.	\$225.00 / hour/ man
	Sat – Sun	After 4:00 p.m.	
	All Holidays		

INSTALLATION LABOUR ***Exhibitor must report to BorderWorx Service Desk to receive labour***			
Date Required _____	Start Time Required _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
_____ x _____ = _____	_____ x _____ = _____	\$ _____	Total
No of People Required _____	Hours Per Person _____	Total Hours _____	Rate _____
SUPERVISION (Note: If Exhibitor is supervising labour, the Exhibitor must check labour in and out at the BorderWorx Service Desk.)			
<input type="checkbox"/> Exhibitor Supervised <small>*Exhibitor must be present to supervise</small>	Exhibitor Contact Name _____	<input type="checkbox"/> BorderWorx Supervised <small>*Exhibitor does not need to be present</small>	\$ _____ Add 25%
DELIVERY INFORMATION			
Carrier _____	Delivery Date _____	Delivery Time _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.
EXHIBIT INFORMATION			
Set up drawings/photos required: <input type="checkbox"/> YES <input type="checkbox"/> NO	Set up drawings/photos attached: <input type="checkbox"/> YES <input type="checkbox"/> NO		

DISMANTLE LABOUR ***Exhibitor must report to BorderWorx Service Desk to receive labour***			
Date Required _____	Start Time Required _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
_____ x _____ = _____	_____ x _____ = _____	\$ _____	Total
No of People Required _____	Hours Per Person _____	Total Hours _____	Rate _____
SUPERVISION (Note: If Exhibitor is supervising labour, the Exhibitor must check labour in and out at the BorderWorx Service Desk.)			
<input type="checkbox"/> Exhibitor Supervised <small>*Exhibitor must be present to supervise</small>	Contact Name _____	<input type="checkbox"/> BorderWorx Supervised <small>*Exhibitor does not need to be present</small>	\$ _____ Add 25%
PICK-UP INFORMATION			
Carrier _____	Pick-up Date _____	Pick-up Time _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.

PAYMENT			
Note: You must complete a credit card authorization form if you are paying by cheque.			
<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD	CVV _____	SUB TOTAL	
_____	_____	TOTAL USD	
CARD NUMBER _____	EXPIRY DATE _____		
I have read and understand the Terms & Conditions of my agreement with BorderWorx			
CARD HOLDER _____	SIGNATURE _____	DATE _____	
TERMS & CONDITIONS This order is placed with the specific understanding that we hereby release Borderworx Logistics, LLC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.		<ul style="list-style-type: none"> No cheques will be accepted on-site. If exhibitor is supervising labour, the Exhibitor must check labour in and out at the BorderWorx service desk. BorderWorx reserves the right to change Labourers and/or rates as shifts change. All claims/discrepancies must be settled within one week of show closing. Uncancelled labour will be charged a minimum fee of 1 hour per labourer. Actual totals and amounts will be adjusted according to final hours. 	



TRANSPORTATION SERVICES

Warning!

BorderWorx is NOT a traditional trade show services company. We are committed to fulfilling all your trade show logistics needs in a way that will truly amaze you!

We offer full service Logistics solutions including:

Plus a bonus 5% off all Advance Warehouse or Material Handling if you book your freight

- 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

BorderWorx Logistics Services

T: 716-216-6714 | TradeShows@BorderWorx.com | www.BorderWorx.com



SEND IN YOUR FORM AND WE'LL SEND YOU A QUOTE FOR YOU TO DECIDE

Transportation Services Order Form

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

DELIVERY ADDRESS	
BOOTH NUMBER: _____	
SHIP TO USA ADVANCE WAREHOUSE	<input type="checkbox"/>
SHIP TO CANADIAN ADVANCE WAREHOUSE	<input type="checkbox"/>
SHIP DIRECT TO SHOW VIA USA	<input type="checkbox"/>
SHIP DIRECT TO SHOW VIA CANADA	<input type="checkbox"/>

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"/> MASTERCARD	<input type="checkbox"/> CORPORATE CARD	<input type="checkbox"/> PERSONAL CARD
CARD NUMBER _____		EXPIRY DATE _____	CVV _____
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		
This order is placed with the specific understanding that we hereby release BorderWorx 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) BorderWorx shall not be responsible for damage to uncrated materials, improperly packaged or concealed damage. 2) BorderWorx will not be responsible for any loss/damage/delay due to fire, acts of God, strikes, lockouts of any kind beyond its control.3) BorderWorx 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) BorderWorx 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. I have read and agreed to the Terms and Conditions of this contract with BorderWorx Logistics, LLC.		
Print Name _____	Signature/Authorization _____	Date _____

FOR MORE INFORMATION CONTACT:

BorderWorx Logistics Services

T: 716-216-6714 | TradeShows@BorderWorx.com | www.BorderWorx.com



INTERNATIONAL & U.S. CUSTOMS



US and International shipments entering Canada require specialized documentation. BorderWorx 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 in-house Customs Brokerage team ensures your clearances are being handled by licensed professionals with years of experience and long-standing relationships with Canada Border Services Agency. You will pay applicable Duty and Tax ONLY on what you leave in Canada.

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:

BorderWorx Logistics Services

T: 716-216-6714

TradeShows@BorderWorx.com

www.BorderWorx.com

