



FREIGHT SHIPPING PROCEDURES

EXHIBITOR SHIPPING

TO ADVANCED WAREHOUSE CENTER:

*To be received from December 26, 2018
to January 22, 2019*

YRC Freight

Baltimore boat show

c/o Demers Expo

Exhibitor name booth #

7600 Preston Dr.

Landover, MD 20785

TO BALTIMORE CENTER:

To be received on/after January 22, 2019

EXHIBITOR (COMPANY) NAME

SPACE NUMBER

Baltimore Boat Show

C/o Baltimore Convention Center

1 West Pratt Street

(Between Pratt & Conway Streets)

Baltimore, MD 21201

MOVE IN/OUT & SHIPPING

Exhibit Installation

Exhibit Removal

Freight Shipping
Procedures

Move In Information

Truck Route

Staging & Trailer
Storage

SHIPPING PROCEDURES

- Review the Material Handling Services Limits of Liability & Responsibility.
- Before leaving your office obtain a copy of the Original Bill of Lading which indicates piece count, weight, origin and consignee.
- Be sure to get pro numbers which enable a carrier to trace your shipment(s).
- Upon arrival at your exhibit, compare your shipping information with the freight in your space.
- Report any missing freight or damage to the Freight Desk at the Registration Tent immediately.
- A report will be written and we will notify the carrier.
- Empty labels must be affixed to all empty crates/cartons for storage during the show to assure correct delivery at the close of the event.



OUTBOUND SHIPPING

- Be sure to properly label all materials for shipping, prepare a bill of lading and contact your carrier.
- Please leave a copy of the bill of lading at the Demers service desk to ensure packages are picked up properly.
- Extra bills are available at the desk and our freight manager can assist you with outbound shipments.