



DRAYAGE SERVICE FORM

6305 Allentown Boulevard, Harrisburg, PA 17112
 PHONE: 717-508-5926 FAX: 717-298-1519

All shipments of common freight and crated/cartoned materials will be received at the warehouse. Warehouse hours for shipments are 8:00 AM–4 PM, Monday through Friday (excluding holidays). All shipments must be received 48 hours to 30 days in advance of your group load-in day and time. Any shipments direct to the conference facility will be forwarded to *HersheySM Expositions Services* and the below rates will be applied.

All weights will be rounded up to the next highest weight (CWT). A bill of lading stipulating the weight must accompany all shipments. Cubic or dimensional weights will be invoiced as stated weight at time of delivery unless a weight certificate is attached. No credits will be issued at any time regardless of circumstances.

CWT = 100 lbs.

Straight Time Rates:	Crated/Cartoned	\$40.00 per CWT per shipment	2 CWT minimum	\$ 80.00
	Machinery/Special Handling	\$60.00 per CWT per shipment	2 CWT minimum	\$120.00
Overtime Rates:	Crated/Cartoned	\$60.00 per CWT per shipment	2 CWT minimum	\$120.00
	Machinery/Special Handling	\$90.00 per CWT per shipment	2 CWT minimum	\$175.00

***Overtime rates apply when set up/dismantle is before 8 AM or after 5 PM or on a holiday.
 Freight will not be released until payment has been received.**

Name of Event: _____ Booth #: _____

Name of Firm: _____ Fax: (_____) _____

Address: _____ Phone: (_____) _____

City: _____ State: _____ Zip: _____

Email Address: _____

Authorized by: _____ Signature: _____

Weight: _____ # of pieces: _____ Estimated Arrival: _____

_____ CWT x _____ Rate = _____ **Total Amount:** _____