

<b>Pulse 2024</b> <b>BOOTH #:</b> _____
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# Material Handling

## Choosing Your Carrier

Please carefully consider your carrier prior to booking your shipment(s) to and from the event. Various carriers are set up to operate on a certain schedule or with limited delivery procedures. Please be sure to review your carrier's policies. Some carriers will not deliver to a loading dock, some deliver without verification or signature of delivery. This may result in delays in delivery or additional fees.

**POV (Privately Owned Vehicle):** If you are delivering your materials to show site in your own vehicle, there may be Material Handling charges applied. Please refer to the Union Regulations in this kit and plan accordingly. T3 has jurisdiction over the loading dock based on these regulations.

## Rate Classifications

**Crated:** Material that is skidded or in any type of shipping container that can be unloaded at the dock with no additional handling required.

**Uncrated:** Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks. The Advance Warehouse is not able to accept loose/unpackaged pieces; shipping crates, fibers, cartons and pallets are acceptable.

**Small Package:** A shipment of any number of pieces with a combined weight of 1-50 lbs that is received on the same day, from the same shipper and delivered by the same carrier at the same time.

## Additional Fees May be Applicable

**Late to Warehouse Fee:** Shipments arriving after Friday, May 3, 2024 will be charged an additional 30%.

**Off Target Fee:** If your event has a targeted move in, you must schedule your delivery within your target time. If your freight is received Off Target, there will be an additional fee of 30% of your Material Handling costs for that shipment.

## Overtime/Double Time

- Overtime is before 8:00 am and after 4:30 pm, Monday-Friday, and all day Saturday. Double Time is all day Sunday and observed Union holidays.
- Based upon the Material Handling rates quoted, a 30% surcharge per pound for each occurrence will apply if:
  - Shipments are received on overtime.
  - Your advance shipment to the warehouse is received during straight time hours, but due to scheduling beyond T3 Expo's control, is moved into show site on overtime.
  - Shipments are loaded out on overtime.

## Outbound Shipping

- A Material Handling form **MUST** be filled out for any shipment leaving the Expo Hall. These forms can be picked up at the T3 Expo Service Desk. All accounts must be settled prior to requesting this form.
- Once you have filled out the Material Handling form and ALL of your booth materials are packed, labeled, and ready for shipping, please return the completed form to the T3 Expo Service Desk – **DO NOT LEAVE THIS FORM IN YOUR BOOTH SPACE.**

**Carrier Check-in:** All carriers must be checked in no later than Thursday, May 16, 2024 by 2:30 pm. If prior arrangements have not been made, the official show carrier will be on-site to coordinate or re-route shipments.

**UPS or Federal Express:** To use these carriers, you **MUST** have their shipping labels for each piece and schedule your pick up. Without these, your freight will **NOT** be picked up by either. If there is a Business Center on the property, it is recommended that you bring your items there.

**PLEASE NOTE:** There may be an additional fee from the facility for this service.

### Advance Shipments to T3 Expo Warehouse

Advance Shipments will be received at the Advance Warehouse beginning on Friday, April 5, 2024. Shipments arriving prior to this date may be refused.

#### Crated or Uncrated

Shipment Weight ..... x \$1.75/lb = \$ \_\_\_\_\_

**Small Package Shipment** - Total Shipment Weight 50 lbs or less

Small Package Shipment ..... x \$88.00 ea. = \$ \_\_\_\_\_

**Material Handling Estimate** ..... \$ \_\_\_\_\_

### Direct Shipments to Show Site

Direct shipments will be received starting on Tuesday, May 14, 2024 at 8:00 am. Shipments that arrive prior to this date may be refused by the America's Center Convention Complex as T3 Expo will not have possession of the venue prior to this date and time.

#### Crated or Uncrated

Shipment Weight ..... x \$1.80/lb = \$ \_\_\_\_\_

**Small Package Shipment** - Total Shipment Weight 50 lbs or less

Small Package Shipment ..... x \$88.00 ea. = \$ \_\_\_\_\_

**Material Handling Estimate** ..... \$ \_\_\_\_\_

## Shipping Addresses

### Advance Shipments to T3 Expo Warehouse

#### Address

To: (Exhibiting Company Name)  
(Booth #)

For: Pulse 2024

c/o: T3 Expo  
c/o: TForce Freight  
8500 N Hall St  
St Louis, MO 63147

#### Information

Advance shipments will be accepted beginning on Friday, April 5, 2024 through Friday, May 3, 2024 between the hours of 8:00 am – 4:00 pm.

Shipments received after Friday, May 3, 2024 will be charged an additional 30% per pound.

Please note when overtime rates apply as stated on Material Handling pages.

### Direct Shipments to Show Site

#### Address

To: (Exhibiting Company Name)  
(Booth #)

For: Pulse 2024

c/o: T3 Expo  
c/o: America's Center Convention Complex  
Halls 4 & 5  
701 Convention Plaza  
St. Louis, MO 63101

#### Information

Direct shipments are accepted starting on Tuesday, May 14, 2024 beginning at 8:00 am and throughout published event hours.

Please note when overtime rates apply as stated on Material Handling pages.

**PLEASE NOTE: There is no Marshalling Yard at this venue.**



# Get the Show on the Road

## TForce Freight Trade Show

Your booth is the centerpiece of your company's trade show presence. If it doesn't arrive intact and on-time, your business could miss out on a golden opportunity to gain exposure within the industry.

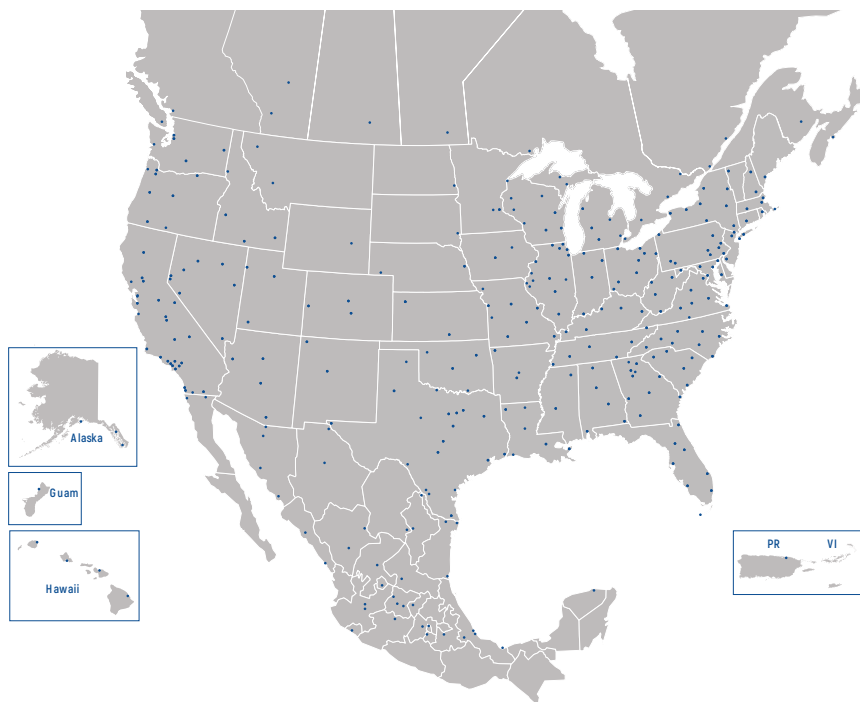
At TForce Freight, we understand your trade show needs, and we're here to ensure your trade show shipping experience is easier than ever.

Whether your booth is headed for the advanced warehouse or direct to the show site, the TForce Freight Trade Show team can provide you with dependable transit times at the right price — ensuring that your trade show experience goes off without a hitch.



## Vast Network Coverage

TForce Freight Trade Show has established a massive network of more than 200 facilities throughout the United States. Which allows us to provide you competitive time-in-transit speeds to and from all major trade show markets.





## TForce Freight Trade Show Features & Benefits



### Guaranteed On-time

We are so confident in our ground freight shipping that we guarantee it's delivered on-time, or your money back.\*



### Professional Assistance

TForce Freight has trade show specialists available 24/7 to assist you with pre-planning your show. As well as, on-site Regional Managers to assist you with any questions or concerns during the show.



### Real-Time Tracking

Experience advanced real-time tracking with TForce Freight technology. You can monitor packages, documents, and high valued goods and assets as they make their way from the loading dock to your exhibit.



### Expedited Shipping

When you have a time-sensitive shipment that needs to be there, choose TForce Freight Expedited, and we'll put our seamless, multi-modal transportation network to work for you.



### Faster Unloading

TForce Freight has developed strong relationships with several of the largest general service contractors, granting TForce Freight Trade Show with "Official Show Carrier" status at select venues. This allows TForce Freight to use a dedicated delivery door at the event, speeding up the delivery process.



### Caravan Service

TForce Freight Trade Show has established a caravan service between select show locations. By joining the caravan you'll streamline your shipments and have your booth delivered to our advanced warehouse days before the show starts.

For more information or to schedule a pickup, please contact  
TForce Freight Trade Show at: 800-988-9889 or [tforcefreight.com](http://tforcefreight.com)

\*Applies for trade show deliveries only. No-fee guarantee applies for shipments rated on current 560/525 tariff only. Shipments rated on customized rates are eligible for a "fee-based" guaranteed service. Certain restrictions apply. See rules tariff for more information.

# ADVANCE SHIPMENT

ACCEPTED FROM FRIDAY, APRIL 5, 2024 TO FRIDAY, MAY 3, 2024

To: \_\_\_\_\_

Sponsor Name

c/o: T3 Expo  
c/o: TForce Freight  
8500 N Hall St  
St Louis, MO 63147



Event: **Pulse 2024**

Booth #: \_\_\_\_\_

Piece #: \_\_\_\_\_ of: \_\_\_\_\_ pieces

# ADVANCE SHIPMENT

ACCEPTED FROM FRIDAY, APRIL 5, 2024 TO FRIDAY, MAY 3, 2024

To: \_\_\_\_\_

Sponsor Name

c/o: T3 Expo  
c/o: TForce Freight  
8500 N Hall St  
St Louis, MO 63147



Event: **Pulse 2024**

Booth #: \_\_\_\_\_

Piece #: \_\_\_\_\_ of: \_\_\_\_\_ pieces

These labels are provided for your convenience; please affix to each piece shipped to ensure proper delivery.

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# DIRECT SHIPMENT

ACCEPTED BEGINNING TUESDAY, MAY 14, 2024

To: \_\_\_\_\_

Sponsor Name

c/o: T3 Expo

c/o: America's Center Convention Complex

Halls 4 & 5

701 Convention Plaza

St. Louis, MO 63101

Event: **Pulse 2024**

Booth #: \_\_\_\_\_

Piece #: \_\_\_\_\_ of: \_\_\_\_\_ pieces



# DIRECT SHIPMENT

ACCEPTED BEGINNING TUESDAY, MAY 14, 2024

To: \_\_\_\_\_

Sponsor Name

c/o: T3 Expo

c/o: America's Center Convention Complex

Halls 4 & 5

701 Convention Plaza

St. Louis, MO 63101

Event: **Pulse 2024**

Booth #: \_\_\_\_\_

Piece #: \_\_\_\_\_ of: \_\_\_\_\_ pieces

