



On Site Storage

Archery Trade Association

INDIANA CONVENTION CENTER - Indianapolis, IN

January 9 - 11, 2020

Event Code: 1198150120
 email Indianapolis@shepardes.com
 phone (317) 677-1235
 fax (317) 389-5524

On Site Storage is used when you have product you need to replenish during the event, or if you have items you don't want stored with the empty crates. **Do not use this service for "Empty" storage.**

Step One: Tell us **who** you are:

Exhibiting Company Name _____

Booth # _____

Onsite Contact _____

Onsite Cell Phone # _____

For liability reasons, only shipments for which material handling drayage charges have been paid to Shepard will be eligible for Shepard storage services.

All packages must be properly packed & labeled. Shepard Exposition Services' limit of liability will be \$5.00 per pound or \$500.00 per package or container, whichever is less. No uncrated material will be accepted at the warehouse.

Step Two: Choose the **Type** of storage to fit your needs

For either storage options, there is no charge to return items back to your booth at the end of the event.

Accessible Storage Use this type when you need to pull items out of storage during the show.

Materials in Accessible Storage will be accessible during the event, but not necessarily by exhibitors. The charge for Accessible Storage is a daily storage fee plus a per hour labor fee each time materials are moved. (\$100.00 Minimum)

(35166)

		Per Day
35166	Pallets/Skids	\$35.00
35348	1/2 a Trailer	\$80.00
35349	Full Trailer	\$120.00
35087	Labor ST	\$72.35
35100	OT	\$108.55
35101	DT	\$144.75

Secured Storage Use this type only if you do not need your items again until the end of the event.

Materials will be placed into secured storage and will be returned to your booth after the close of the show. The materials will be accessible during the show by Shepard personnel only. A minimum one-hour material handling labor charge at show rates will apply each time material is handled to or from storage. (\$100.00 Minimum).

(35068)

		Sq Ft	# of Days	Total
Per Sq Ft		0.80		
Labor	ST	\$72.35	35087	
	OT	\$108.55	35100	
	DT	\$144.75	35101	

Signature indicates you read and accept the Payment Policy and Terms & Conditions.

No refunds or exchanges once item has been delivered to your booth.

Cancellations must be received in writing within 48 hours of 1st day of exhibitor move in.

Only Shepard personnel are allowed to operate mechanical equipment.

Total Onsite Storage: \$ _____
 NA Tax*: \$ _____
 Amount Due: \$ _____

Company Name: _____ Booth # _____

Contact Name

Contact Email Address



Card Holder Signature