



Archery Trade Association

INDIANA CONVENTION CENTER - Indianapolis, IN

January 9 - 11, 2020

Discount Deadline Thursday, December 19, 2019

Order with complete Payment Authorization and graphics must be received before Discount Deadline date to receive discounted pricing.

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

Abandoned Carpet / Floor coverings and Display Materials

Exhibitors are required to remove all floor coverings and display materials from their exhibit space prior to leaving the facility during move out.

Exhibitors who abandon floor coverings and/or displays, leave large or heavy amounts of trash will be charged labor plus disposal fees for Shepard to remove the materials. The rates for this service are shown below. If you need to dispose of your exhibit, carpet, padding, or other large/heavy materials, please pre-arrange the removal with us!

Labor and Forklifts will be billed per man hour. Dumpster fees will be billed per amount of space used. All related disposal fees will be added to the payment method on file.

Labor

Table with 5 columns: Code, Qty, Item, Discount, Regular. Rows include ST Labor, OT Labor, and DT Labor.

Forklift

Table with 5 columns: Code, Qty, Item, Discount, Regular. Rows include ST 5k Forklift, OT 5k Forklift, and DT 5k Forklift.

Dumpster Fee

Table with 5 columns: Code, Qty, Item, Discount, Regular. Row includes Per Full Dumpster.

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

There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing within 14 days prior to first exhibitor move in day.

Rental items found and in use in your booth are subject to "Standard" pricing.

Total Disposal Fee: \$
7.000% Tax*: \$
Amount Due: \$

Company Name: Booth #

Contact Name

Contact Email Address



Card Holder Signature