



- As the official Service Contractor, The Expo Group is exclusive service provider for freight services. **Material Handling** is the unloading of your materials, up to 30 days of advance storage at the advance warehouse address, delivery to your booth, handling of empty containers to and from storage, and removal of your materials from your booth for reloading onto your outbound carrier. There are two options for shipping your advance freight - either to the advance warehouse or directly to the show site. It should not be confused with Shipping which is the cost to transport your exhibit material to and from the convention or event. **It is not necessary to return this form to receive Material Handling services. Material Handling charges will be automatically applied to your account upon receipt of each shipment.**

Order online at <https://cyberservices.theexpogroup.com/>

## MATERIAL HANDLING

### Rates

- Material Handling

\$3.10/ Pound

*This rate applies to shipments sent to either the advance warehouse or direct to show site.*

Material Handling - Warehouse after the **May 12, 2023** deadline

\$3.85/ Pound

*This rate applies to shipments arriving to the advance warehouse after **May 12, 2023**.*

- Small Packages (10 lbs. or less)

**Compliments of The Expo Group**

*This rate is per shipment. Qualifying shipments are inclusive of any number of pieces with total shipment weight of 10 pounds or less and, delivered to the same booth, from the same shipper, by the same carrier, on the same day. Shipments arriving to the warehouse after the deadline date are not qualified.*

- Shipments left on the show floor without a MHA will be rerouted at exhibitor's expense.

*A minimum additional charge of one ½ hour TEG supervised labor fee will apply for any shipment left on the floor without a completed Material Handling Agreement submitted to The Expo Group service center and done so before the exhibitor move out deadline.*

### VERY IMPORTANT Shipping Information

#### Advance Warehouse

- Avoid delays and wait time on-site and ship to the advance warehouse
- Warehouse receiving begins April 17, 2023
- Warehouse Hours: 9:00am-3:00pm**
- Advance warehouse address:

Exhibiting Company Name / Booth#  
GEOINT 2023 Symposium  
C/O The Expo Group / ABF Freight  
8630 Hall St  
St. Louis, MO 63147

- Please note that The Expo Group Warehouse does not accept uncrated freight such as loose, pad-wrapped materials and/or unskidded machinery equipment, COD or Collect shipments, hazardous materials, freight requiring refrigeration or frozen storage, a single piece of freight weighing more than 5000 pounds or a single piece of freight larger than 108"H x 93" W in dimension.

#### Direct to Show Site

Show Site receiving begins May 19, 2023

- Show Site address:

Exhibiting Company Name / Booth#  
GEOINT 2023 Symposium  
C/O The Expo Group / America's Center Convention Complex  
701 Convention Plaza  
St. Louis, MO 63101