

**UNLOADING & PLACEMENT** *includes Debris Removal*

Based on 53' trucks/ loose loads will incur rates equivalent to palletized space.

- Full Truckload: \$745.00 (up to 24 pallets)
- Half Truckload: \$416.00 (up to 12 pallets)
- 1/4 Truckload: \$218.00 (up to 6 pallets)

3-4 Pallets: \$105.00  
 2 Pallets or less: \$42.00

**Cancellation Fee:** 50% Less than 48 hours notice

**OUTBOUND & SHOWROOM LABOR HOURLY RATES**

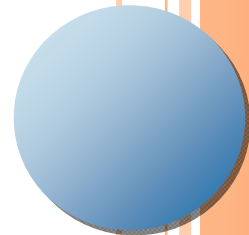
Mover/Packer: \$24.99 (8am - 5pm)M-F  
 Overtime: \$37.49  
 Supervisor: \$30.09

**PACKING MATERIALS**

Dish Pack carton: \$6.70 ea  
 1.5 cu. ft carton: \$1.90 ea  
 3.0 cu. ft. carton: \$2.35 ea  
 4.5 cu. ft. carton: \$3.70 ea  
 6.0 cu. ft. carton: \$4.95 ea  
 Mirror/Picture (4 pieces L): \$24.00 ea  
 Tape Roll: \$2.00 ea (must be picked up at dock)  
 Packing Paper: \$1.50 lb  
 Bubble Wrap 48': \$20.00 per 50' x 48"  
 Bubble Wrap 12': \$5.00 per 50' x 12"  
 Shrink Wrap 18": \$24.00 ea Roll  
 Shrink Wrap 5": \$6.00 ea Roll  
 Peanuts styro 14' cub/ft: \$15.00 ea  
 Brown Paper Pads: \$4.80 ea  
 Wardrobe: \$12.00 ea  
 Mattress (twin): \$17.70 ea  
 Sofa bags: \$3.30 ea

**WAREHOUSING RATES**

Storage per show: \$5.00 per sq.ft. in 20' increments



# CONTACT US

## SCHEDULING AND COORDINATION

In order for everyone to have a hassle free move of product, it is imperative that all inbound and outbound shipments be scheduled for dock appointments. Event Logistics would like to have all dock requests e-mailed to: **WMCLVshipping@lasvegasmarket.com**. After being received, Event Logistics will schedule the request and a confirmation e-mail will be sent. Each tenant should include their showroom name, showroom location, date/time requested, truck size, and load description and whether Event Logistics will need to have their team available or tenants will have their own crew.

**DOCK REQUESTS:** [WMCLVShipping@wmclv.com](mailto:WMCLVShipping@wmclv.com)

## ON-SITE PROJECT Supervisors

### Building A & B

*Terri Auricchio*

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E-mail: [tauricchio@imcenters.com](mailto:tauricchio@imcenters.com)

### Building C

*Stacey Watkins*

Phone: 702-599-3087

E-mail: [swatkins@imcenters.com](mailto:swatkins@imcenters.com)

### Director

*William Colquhoun*

Phone: 702-599-8123

E-Mail: [wcolquhoun@imcenters.com](mailto:wcolquhoun@imcenters.com)

# WMCLV SHIPPING AND RECEIVING POLICIES

The following policies are to assist you with your move-in.

## DOCK HOURS:

- Standard dock operation hours are **7am to 4pm Monday thru Friday**.
- Outside of the normal operation hours, arrangements must be done through Event Logistics scheduling.
- 3-weeks prior to market, Saturday and Sunday unloads will be scheduled.
- Trucks will be scheduled to load/unload 7 days-a-week on a 24-hour shift beginning 3-weeks prior to Market.

## DOCK CUTOFF:

All scheduled trucks/POV's (Privately Operated Vehicles) will be unloaded at their scheduled times. Unscheduled trucks/ POV's will be placed at the end of the line in fairness to those that have scheduled.

## OUTBOUNDS:

- All outbound shipments must be scheduled through Event Logistics.
- Starting 3-weeks prior to market, outbound shipments will only be scheduled **after 8 pm**.

**OUTBOUNDS APPOINTMENTS WILL BE HONORED & SCHEDULED THROUGH THE LAST FRIDAY PRIOR TO MARKET**

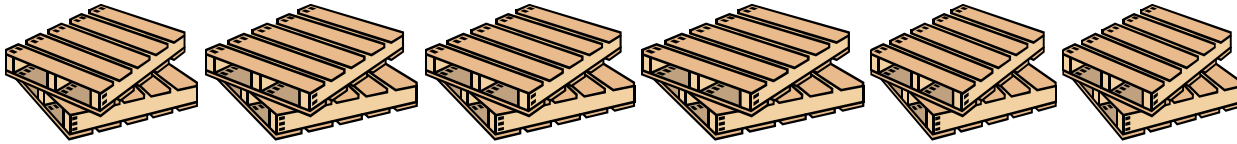
**SELF UNLOADS & LOAD OUTS MUST PROVIDE OWN UNLOADING EQUIPMENT DUE TO LIABILITY CONCERNS**

**ORDER & CREDIT CARD AUTHORIZATION FORMS MUST BE COMPLETED BY ALL TENANTS**



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*All truck loads are based on the floor loading space of a 53' sized truck and include debris removal*



X2

**TLUM-Truckload Unload/Placement-  
Under Minimum (up to 2 pallets)**  
Includes debris removal



X4

**TLM-Truckload Unload/Placement-  
Minimum (up to 4 pallets)**  
Includes debris removal



**TLQ- Truckload Unload/Placement-  
Quarter (up to 6 pallets)**  
Includes debris removal



**TLH- Truckload Unload/Placement-  
Half (up to 12 pallets)**  
Includes debris removal



**TLF-Truckload Unload/Placement -  
Full (up to 24 pallets)**  
Includes debris removal

*All loose loads will be charged the equivalent of the palletized space used*

PLEASE PRINT OR TYPE



WEB SITE: [www.upsfreight.com](http://www.upsfreight.com)  
 DATE \_\_\_\_\_

**1. CONSIGNEE (TO)**  
On collect on delivery shipments, the letters "COD" must appear before consignee's name or as otherwise provided in item 430, Sec. 7 of UPGF 102.

STREET ADDRESS: UPS Freight CANNOT DELIVER TO A P.O. BOX

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP (REQUIRED) \_\_\_\_\_

P.O. NUMBER \_\_\_\_\_ STORE # \_\_\_\_\_

CONSIGNEE PHONE # \_\_\_\_\_ CONTACT NAME (ATTN) \_\_\_\_\_

**2. SHIPPER (FROM)**

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP (REQUIRED) \_\_\_\_\_

BILL OF LADING NUMBER \_\_\_\_\_ STORE # \_\_\_\_\_

FREIGHT CHARGES ARE PREPAID UNLESS OTHERWISE MARKED

**CHECK ONE:**  Prepaid  Collect  Third Party Prepaid

**GUARANTEED DELIVERY REQUESTED (if box is checked)** **GRTD**

By checking this box, the Payor requests UPS Freight to guarantee delivery of this shipment according to UPS Freight's transit schedule and agrees to pay 25% (\$30 minimum) above the cost normally incurred for this service. Payor will not be liable for payment if shipment fails to deliver on the scheduled day. Section 7 signature is not valid on Guaranteed Service. Guaranteed service is subject to the conditions of UPGF 20341 Series tariff.

**3. BILL TO**

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP (REQUIRED) \_\_\_\_\_

**DESCRIPTION OF ARTICLES, WEIGHT, NMFC & CLASS ARE SUBJECT TO CORRECTION**

4. NO. PCS.	PKG TYPE	HM*	DESCRIPTION OF ARTICLES & SPECIAL MARKS	WEIGHT (lbs.)	NMFC NO.	CLASS
<p>*Mark with an "X" to designate hazardous materials as defined in title 49 of the Code of Fed. Reg. Hazardous material emergency contact # _____</p> <p>REMIT C.O.D. CASH / CHECK TO _____</p>						
<p><b>5. ADDITIONAL SERVICES: (CHARGES MAY APPLY)</b></p> <p><input type="checkbox"/> INSIDE DELIVERY REQUIRED <input type="checkbox"/> RESIDENTIAL DELIVERY</p> <p><input type="checkbox"/> LIFT GATE PICKUP/DELIVERY <input type="checkbox"/> SORT AND SEGREGATE</p> <p><input type="checkbox"/> NOTIFICATION BEFORE DELIVERY <input type="checkbox"/> OTHER: _____</p>						
<p>METHOD OF PAYMENT (REQUIRED)                  FEE COLLECT UNLESS OTHERWISE MARKED  <b>COD FEE</b> <input type="checkbox"/> PREPAID <input type="checkbox"/> COLLECT</p>			<p>COD SHIPMENTS GOVERNED BY UPGF 102 RULES ITEM 430  <b>COD AMT \$</b> _____</p>		<p>IF NOT CHECKED, BOTH ARE ACCEPTABLE  <input type="checkbox"/> CONSIGNEE CHECK ACCEPTABLE <input type="checkbox"/> CERTIFIED CHECK OR CASH</p>	
<p><small>UPS Freight LIABILITY: Carrier liability for loss or damage will be the lesser of (1) the actual invoice value of the commodities or article(s) lost, damaged or destroyed; or (2) the amount determined from applicable limited liability provisions of the NMFC; or (3) the limited liability as stated in the applicable governing tariffs, unless ** Excess Declared Value Coverage is specifically requested along with the amount of coverage needed in writing on the bill of lading at the time of shipment and applicable charges are paid. Maximum carrier liability is limited to \$25.00 per pound per package and \$100,000 per shipment. Liability for commodities or articles other than new is limited to \$10 per pound per package (and up to a maximum \$2.50 per pound per package when Excess Declared Value Coverage is requested). Liability for specific commodities or articles described in the UPGF 102 rules tariff item 166 section 5 is limited to \$2.00 per pound per package. Liability for commodities or articles subject to an exception rating (FAK) is limited as described in the tariff. Certain items may be subject to a limited declared value, with a choice of rates under the tariff. You are advised to review the applicable tariff provisions before stating a value. *** Refer to the current tariff UPGF 102 series for complete details. *Where a "rate" is dependent on a released, declared or actual value in the NMFC, the released, declared or actual value of the property is hereby specifically stated by the shipper to be not exceeding _____ per _____ **Shipper requests Excess Declared Value Coverage in the amount of \$ _____</small></p>						
<p>RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request; *** the property described above in apparent good order, except as noted (contents and condition of contents of packages unknown) marked, consigned, and destined as shown below, which said carrier agrees to carry to destination, if on its route, or otherwise to deliver to another carrier on the route to destination. Every service to be performed hereunder shall be subject to all the conditions not prohibited by law, whether printed or written, herein contained, including the conditions on the back hereof, which are hereby agreed to by the shipper and accepted for himself and his assigns. Where a third party bill to or broker exists, carrier holds both the shipper and consignees liable for freight charges.</p>				<p>Subject to Section 7 Terms and Conditions, if this shipment is to be delivered to the consignee without recourse on the consignor, the consignor shall sign the following statement. UPS Freight may decline to make delivery of the shipment without payment of freight and all other lawful charges.</p> <p>(Signature) _____</p>		

*WORLD MARKET CENTER NOT RESPONSIBLE FOR ANY FEES ON THIS SHIPMENT*

PLACE CARRIER PRO LABEL HERE

TRAILER NUMBER:	LINEAR FEET OF SHIPMENT:
SEAL # APPLIED:	
BEYOND SCAC:	CROSS REF PRO#:
<input type="checkbox"/> SHIPPER LOAD / CONSIGNEE UNLOAD	

\*\*\* Now available at [www.upsfreight.com](http://www.upsfreight.com) - UPGF 102 Series Rules Tariff - Electronic Bill of Lading

**UPS Freight shall have no liability or responsibility whatsoever in connection with this bill of lading if the shipper did not tender the shipment to UPS Freight or its agent.**

This is to certify that the above named materials are properly classified, described, packaged, marked, and labeled and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.

Firm name: \_\_\_\_\_ Carrier: **UPS Freight** Driver: \_\_\_\_\_

Signed By: \_\_\_\_\_ Date received: \_\_\_\_\_ UPS Freight resp. piece count: \_\_\_\_\_

**UPS Freight COPY**



### MATERIAL HANDLING AGREEMENT

SHIPPER'S NUMBER  
 \_\_\_\_\_

INSTRUCTIONS: COMPLETE ALL SHADED AREAS RETURN COMPLETED AGREEMENT TO SERVICE DESK WHEN MATERIALS ARE PACKED AND READY FOR SHIPMENT

DATE \_\_\_\_\_  
 SUITE \_\_\_\_\_

PLACE PRO NUMBER HERE

DATE/TIME \_\_\_\_\_ AM

**FROM:**

Exhibiting Company Name \_\_\_\_\_  
 Event Name \_\_\_\_\_  
 Event Facility \_\_\_\_\_  
 City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

IN THE EVENT YOUR SELECTED CARRIER FAILS TO SHOW ON FINAL MOVE-OUT DAY PLEASE SLECT ON OF THE FOLLOWING OPTIONS:  
 1 \_\_\_\_\_ RE-ROUTE VIA WMC CHOICE  
 2 \_\_\_\_\_ STORE EXHIBITOR'S EXPENSE

\_\_\_\_\_  
 SIGNATURE

RE-ROUTE VIA \_\_\_\_\_ BY \_\_\_\_\_  
 DATE \_\_\_\_\_ TIME \_\_\_\_\_ AM PM

**TO:**

Company Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

**SPECIAL INSTRUCTIONS** DECLARED VALUE  
 \$ \_\_\_\_\_ .00  
 (OPTIONAL)

CARRIER \_\_\_\_\_ PHONE # \_\_\_\_\_  
*WORLD MARKET CENTER NOT RESPONS FOR ANY CHARGES INCURRED*

CIRCLE NUMBER OF SEPARATE DESTINATIONS IN SUITE 1 2 3 4 OR MORE

OTHER CARRIERS  COMMON CARRIER  VAN LINE  NEXT DAY  SECOND DAY  DEFERRED

CHECKER	NO. PIECES	DESCRIPTION OF ARTICLES, SPECIAL MARKS AND EXCEPTIONS	WEIGHT (LB.) SUBJ. TO CORR.	DATE/TIME CARRIER SIGNED
		Crates (wooden)		
		Cartons (cardboard)		
		Trunks / Cases (fiber) (color)		
		Skids / Pallets _____ Shrinkwrapped _____ Loose		
		Misc. Furniture _____ Wrapped _____ Loose		
		Piece _____ Wrapped _____ Loose		

BY SIGNING THIS AGREEMENT YOU ARE AGREEING TO BE BOUND BY WMC TERMS AND CONDITIONS. THESE TERMS AND CONDITIONS ARE IN YOUR SHOW KIT OR CAN BE OBTAINED AT THE SERVICE DESK. BY SIGNING BELOW YOU ARE ACKNOWLEDGING THAT YOU HAVE READ, UNDERSTOOD AND AGREE TO BE BOUND BY THESE TERMS AND CONDITIONS. EXHIBITOR SHALL BE RESPONSIBLE FOR ALL SHIPPING CHARGES INCURRED. EXHIBITOR'S SIGNATURE (OR THE SIGNATURE OF EXHIBITOR'S AGENT) CERTIFIES & WARRANTS THAT IT'S FREIGHT CONTAINS NO HAZARDOUS MATERIALS.

CHECKER NAME PRINT \_\_\_\_\_ DATE LOADED \_\_\_\_\_  
 TRAILER NO. \_\_\_\_\_ START TIME \_\_\_\_\_ FINISH TIME \_\_\_\_\_

EXHIBITOR

SIGNATURE \_\_\_\_\_ PRINT NAME \_\_\_\_\_

EMERGENCY PHONE: \_\_\_\_\_

IF NEITHER BOX IS CHECKED SHIPMENT WILL BE SENT COLLECT: COLLECT  PREPAID

**BILL FRIEGHT CHARGES TO:** *NOT WMC*

Company Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

CARRIER

DRIVER SIGNATURE \_\_\_\_\_ DRIVER PRINT NAME \_\_\_\_\_

DATE: \_\_\_\_\_ PIECES RECEIVED: \_\_\_\_\_

Original - File Copy    Green - Driver    Yellow - Exceptions    Pink - Control    Gold - Exhibitor



WORLD MARKET CENTER – EVENT LOGISTICS, LLC 495 GRAND CENTRAL PKWY, LAS VEGAS, NV 89106

DATE \_\_\_\_\_ TIME \_\_\_\_\_ TENANT \_\_\_\_\_ SHOWROOM # \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ CONTACT PHONE \_\_\_\_\_

	NAME	START TIME	LUNCH OUT	LUNCH IN	END TIME	TOTAL HRS	WORK DESCRIPTION
1							
2							
3							
4							
5							
6							
7							
8							

REPEAT LABOR FOR NEXT DAY YES? NO?

**ADDITIONAL CHARGES**

DESCRIPTION	UNIT PRICE	#	DESCRIPTION	UNIT PRICE	#
SELF UNLOAD FLAT DEBRIS REMOVAL	\$199.00		CARTON – 1.5 CU (16"X12"X12")	\$1.90	
LABOR- Mover/Packer	\$24.99		CARTON – 3.0 CU (18"X18"X18")	\$2.35	
LABOR- Mover/Packer Supervisor	\$30.09		CARTON – 4.5 CU (18"X18"X24")	\$3.70	
LABOR- Mover/Packer Overtime	\$37.49		CARTON – 5.125 CU (18"X18"X27")	\$6.70	
LABOR- Mover/Packer Supervisor – OT	\$45.14		CARTON – 6.16 CU (22"X22"X22")	\$4.95	
STORAGE-Per SQ/FT Per Show	\$5.00		TRIANGLE CORNER PAD 4X4	\$1.20	
PALLET	\$12.00		TRIANGLE CORNER PAD 5X5	\$1.50	
WRAP – SHRINK – 18"X 1500'	\$24.00		CARDBOARD SLIP SHEETS 48" X 96"	\$3.20	
WRAP – SHRINK – 5"X 1500'	\$6.00		PEANUTS STYRO PACKING 14 CUBIC FT	\$18.00	
TAPE –TAN/CLEAR ROLL	\$2.00		WARDROBE BARS	\$1.89	
BUBBLE – 3/16"-48"X50'	\$20.00		CARTON – WARDROBE 24"	\$12.00	
BUBBLE – 3/16"-12"X20'	\$5.00				
STYROFOAM 1/8" 48"X450'/PER FT	\$0.40		CARTON – MATTRESS - TWIN	\$17.70	
CANCEL FEE – TRUCKLOAD - FULL	\$372.00		CARTON – MATTRESS – KING/QUEEN	\$20.70	
CANCEL FEE – TRUCKLOAD - HALF	\$208.00		MIRROR – S (24"X4"X26")	\$2.22	
CANCEL FEE – TRUCKLOAD - 1/4	\$109.00		MIRR – M SET (37-5/16"X4-5/16"X26-7/8")	\$13.20	
CANCEL FEE – TRUCKLOAD - MINIMUM	\$50.00		MIRROR – L SET (40"X4"X60")	\$24.00	
PACKING PAPER – PER POUND	\$1.50		MATTRESS BAG – TWIN BAG	\$2.10	
PADS - Brown	\$4.80		MATTRESS BAG – TWIN PILLOW BAG	\$5.10	
PADS - Cloth	\$24.00		MATTRESS BAG – DOUBLE BAG	\$2.40	
SOFA BAGS 42"X134"	\$3.30		MATTRESS BAG – DOUBLE PILLOW	\$7.20	
OTHER – DESCRIBE:	\$		MATTRESS BAG – QUEEN	\$2.40	
			MATTRESS BAG – QUEEN PILLOW	\$7.80	

**ALL WRAP JOBS MUST HAVE PICTURES**

**ALL OUTBOUND LOADS MUST HAVE PICTURES**

NOTE PICTURE NUMBER: Pre Wrap \_\_\_\_\_ During Wrap \_\_\_\_\_ Post Wrap \_\_\_\_\_

Supervisor signature \_\_\_\_\_

JOB COMPLETION: DATE \_\_\_\_\_

STORAGE ROOM # \_\_\_\_\_ SQ/ FT \_\_\_\_\_

EVENT LOGISTICS: \_\_\_\_\_

TENANT \_\_\_\_\_ SHOWROOM # \_\_\_\_\_ # PIECES/PALLETS \_\_\_\_\_

TENANT \_\_\_\_\_ PRINT \_\_\_\_\_

P/U DATE \_\_\_\_\_ RETURN DATE \_\_\_\_\_