



## EXHIBITION HANDLING & FREIGHT ORDER FORM

Agility Fairs and Events Logistics LLC  
1100 Tamiami Trail, Suite B  
Venice, Florida 34285 USA  
Tel: +714-617-6675  
Fax: +941-484-1017  
Contact: Melissa May  
E-mail: [mmay@agility.com](mailto:mmay@agility.com)

Please arrange to receive unload and position the following consignment to:		<b>Exhibitor Name</b>	<b>Hall No</b>			<b>Stand No</b>
Number and Type of Packaging	Description of Goods	Gross Wt. lbs	Dimension inches			Value
			L	W	H	

NB: If you are unsure of this information at the time of completing this form, do not worry!  
We will contact you to discuss final arrangements nearer the time of the exhibition.

We require the following services: (tick as required)	Please provide a no obligation quotation:-
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<input type="checkbox"/> US / International transport	Goods to be unloaded on: Date: _____ Time: _____
<input type="checkbox"/> Unloading / Reloading by Fork truck / Crane to our exhibition stand	Goods ready to be reloaded on: Date: _____ Time: _____
<input type="checkbox"/> Additional labor/equipment for Unpacking / assembly of exhibits)	
<input type="checkbox"/> Special assistance / equipment needed	
<input type="checkbox"/> Collection, storage and re-delivery or empty packing material	
<input type="checkbox"/> Full goods storage	
<input type="checkbox"/> Courier reception at show site	
<input type="checkbox"/> Container storage (20ft)	
<input type="checkbox"/> Transit insurance	
<b>Special Instructions:</b>	

Company		Signed	
Address Line 1		Name (please print)	
Address Line 2		Card Number (Visa, AMEX Or MasterCard)	
City, State & Zip Code		Expiry Date	
Telephone		Security Number	
Fax		Email Address	