



# PACKAGE EXPRESS RECEIVING AND MOVEMENT CHARGES



Date: \_\_\_\_\_ Check #: \_\_\_\_\_ Package Express Staff: \_\_\_\_\_

Guest/ Company/ Exhibitor Name: \_\_\_\_\_ Booth Number: \_\_\_\_\_

### LETTERS

Receiving Only: \$5.00 per piece x \_\_\_\_\_ # of pieces = \$ \_\_\_\_\_ Total

Receiving & Delivery: \$10.00 per piece x \_\_\_\_\_ # of pieces = \$ \_\_\_\_\_ Total

### BOXES (up to 24" x 18" x 18")

Receiving Only: \$10.00 per piece x \_\_\_\_\_ # of pieces = \$ \_\_\_\_\_ Total

Receiving & Delivery: \$20.00 per piece x \_\_\_\_\_ # of pieces = \$ \_\_\_\_\_ Total

### OVERSIZED BOXES AND FIBER CASES

Receiving Only: \$40.00 per piece x \_\_\_\_\_ # of pieces = \$ \_\_\_\_\_ Total

Receiving & Delivery: \$60.00 per piece x \_\_\_\_\_ # of pieces = \$ \_\_\_\_\_ Total

### CRATE/ CASE/ PALLET

Receiving Only: \$300.00 per piece x \_\_\_\_\_ # of pieces = \$ \_\_\_\_\_ Total

Receiving & Delivery: \$300.00 per piece x \_\_\_\_\_ # of pieces = \$ \_\_\_\_\_ Total

Build and Shrink  
Wrap Pallet: \$100.00 per pallet x \_\_\_\_\_ # of pieces = \$ \_\_\_\_\_ Total

Package Packing  
Assistance: \$20.00 per piece x \_\_\_\_\_ # of pieces = \$ \_\_\_\_\_ Total

Miscellaneous Items: \_\_\_\_\_

Moved From: \_\_\_\_\_ Moved To: \_\_\_\_\_

**TOTAL ALL CHARGES:**

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TOTAL CHARGES: \_\_\_\_\_ Charge Guest Room \_\_\_\_\_ Master Account \_\_\_\_\_

Charge Credit Card Number \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Signature \_\_\_\_\_ Print Name \_\_\_\_\_

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## CRATE/ CASE/ PALLET

