



RPM Logistics

For Shipping Rates, please fax this form to 407-786-3977
For Shipping Questions, please call 407-786-3976
or email us at info@completexpo.com

Company Name: _____ Contact Name: _____

Phone: _____ Cell: _____ Fax: _____ Email: _____

Event Name: _____ Booth Number: _____

PICK-UP INFORMATION

Date of Pick-Up: _____ Your Shipping/Receiving Hours: _____ a.m. to _____ p.m.

Is this pick-up location: Business Residence Home Business

Address of Pick-Up: _____

Pick-up Contact Name: _____ Phone: _____ Fax: _____

IMPORTANT - After Hours Contact Name: _____ Phone: _____

Is there a Loading Dock: Yes No
If No, is this Inside Pick-Up: Yes No Is there access to: Elevator Stairs
Will this Pick-Up require: Lift Gate Pallet Jack Hazardous Materials Other _____
Is this Shipment: Round Trip One-Way Inbound One-Way Outbound

Comments: _____

DELIVERY INFORMATION

Date of Delivery: _____ Advance Warehouse Direct to Show Site

Delivery Address: _____

Show Name: _____ Exhibitor Name: _____ Booth #: _____

METHOD OF SHIPMENT

Ground: Less than a Truck Load Full Truck Load
Air: Overnight AM (by 12 Noon) Overnight PM (by 5PM) Second Day 3-5 Day

WEIGHT AND DIMENSIONS

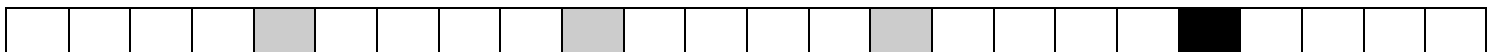
(Final rate is subject to correct weight and dimensions)

List Piece Descriptions	Length (inches)	Width (inches)	Height (inches)	Estimated Weight (lbs.)

Total Pieces: _____ Total Weight: _____

Payment Method: RPM Logistics RPM Logistics *and* All RPM CompleteXPO Services Orders
 Credit Card (check card type & complete info below): Visa MasterCard Discover AMEX
 Check* Enclosed: # _____ Dated ___ / ___ / ___ in the amount of \$ _____

Card Number _____ *NOTE: If paying by check, you are required to provide a Credit Card Authorization as a guarantee of payment. Exp. Date _____



Please enter the Security (CVV2) Code on your card:

Cardholder Name (print): _____ Cardholder Signature: _____

Billing Address of Cardholder: _____

City: _____ State: _____ ZIP Code: _____

— OFFICE USE ONLY —

Quoted _____ Quote ID _____ Caravan _____ Carrier _____