



5931 Campus Circle Drive West
 Irving, Texas 75063
 Phone: (972) 751-9400
 Email: pack.east@packexposervices.com
 www.packexpoeast.com



Inbound Shipping Data

REQUIRED FORM—
 RETURN BY FEBRUARY 7, 2022

March 21-23, 2022
 Pennsylvania Convention Center
 Philadelphia, PA USA

Important: Return this form 30-days prior to move-in to facilitate the proper staff and equipment to unload your exhibit materials.

1 Company Information	Exhibiting Company: _____ Booth Number: _____
	Corporate Name: _____
	Contact Name: _____
	Phone Number: _____
	Minimum number of days needed to erect your booth? _____

2 Shipping Information	Shipper: _____ <i>Name of Company if different from above (Exhibitor Appointed Contractor, etc.)</i>
	Address: _____ <i>From where materials are being shipped.</i>
	City: _____ State: _____ Zip: _____
	Contact Name: _____ Phone Number: _____
	Ship Date: _____ Expected Arrival Date: _____
	Materials being shipped to: _____ Warehouse _____ Direct to Show Site
	If applicable, provide the name of Customs or International forwarder: _____
Phone Number: _____	

3 Transportation	Shipped via: (Choose one) <input type="checkbox"/> Common Carrier <input type="checkbox"/> Van Line <input type="checkbox"/> Private Vehicle
	<input type="checkbox"/> Air Freight <input type="checkbox"/> Other: _____
	Mobile Units: _____
	List Carrier Name(s): _____

	Number of Pieces to ship: _____
Largest Piece— _____ Size: _____ Weight: _____	
Type of Packing— _____ Crated: _____ Uncrated: _____	
Machinery: _____ Misc. _____	
Estimated Total Weight of Booth: _____	

4 Shipping Problems	In case a problem occurs with shipment, please contact (in order of preference):
	Contact 1 Name: _____
	Email Address: _____
	Phone Numbers: () _____ () _____ () _____ (Office) (Home) (Cell)
	Contact 2 Name: _____
	Email Address: _____
	Phone Number: () _____ () _____ () _____ (Office) (Home) (Cell)

All freight handling charges must be paid in full at show site.
 Shipment of materials to warehouse or show site address indicates acceptance of these terms.