



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



October 23-26, 2022
 McCormick Place
 Chicago, Illinois USA

Inbound Shipping Data

**REQUIRED FORM-
 RETURN BY SEPTEMBER 7, 2022**

Important, please return this form 30 days prior to move-in to facilitate the proper staff and equipment to unload your exhibit materials. Please copy for your reference.

1 Company Information	Exhibiting Company: _____ Booth Number: _____
	Corporate Name: _____
	Contact Name: _____
	Telephone Number: _____ Fax Number: _____
	What are the least number of work days to erect your booth? _____

2 Shipping Information	Shipper: _____ (Name of Company if different from above, i.e., exhibitor appointed contractor, etc.)
	Address: _____ (From where materials are being shipped.)
	City: _____ State: _____ Zip: _____
	Contact Name: _____ Telephone Number: _____
	Date Shipment Sent: _____ Expected Arrival Date: _____
	Materials being shipped to: (Choose one) _____ Warehouse _____ Direct to Show _____
	If using a Customs or International forwarder, print name: _____
	Telephone Number: _____ Fax 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 be shipped:			
	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):			
	Name: _____			
	Phone Number: () _____ - _____ () _____ - _____ () _____ - _____	(Office)	(Home)	(Cell)
	Email Address: _____			
	Name: _____			
	Phone Number: () _____ - _____ () _____ - _____ () _____ - _____	(Office)	(Home)	(Cell)
Email Address: _____				

**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.**