

# HERSHEY<sup>SM</sup> EXPOSITIONS

# DRAYAGE SERVICE FORM

6305 Allentown Boulevard, Harrisburg, PA 17112  
PHONE: 717-508-5926 FAX: 717-298-1519

All shipments of common freight and crated/cartoned materials will be received at the warehouse. Warehouse hours for shipments are 8:00 AM–4 PM, Monday through Friday (excluding holidays). All shipments must be received 48 hours to 30 days in advance of your group load-in day and time. Any shipments direct to the conference facility will be forwarded to *Hershey<sup>SM</sup> Expositions Services* and the below rates will be applied.

All weights will be rounded up to the next highest weight (CWT). A bill of lading stipulating the weight must accompany all shipments. Cubic or dimensional weights will be invoiced as stated weight at time of delivery unless a weight certificate is attached. No credits will be issued at any time regardless of circumstances.

**CWT = 100 lbs.**

<b>Straight Time Rates:</b>	Crated/Cartoned	\$40.00 per CWT per shipment	2 CWT minimum	\$ 80.00
	Machinery/Special Handling	\$60.00 per CWT per shipment	2 CWT minimum	\$120.00
<b>Overtime Rates:</b>	Crated/Cartoned	\$60.00 per CWT per shipment	2 CWT minimum	\$120.00
	Machinery/Special Handling	\$90.00 per CWT per shipment	2 CWT minimum	\$175.00

**\*Overtime rates apply when set up/dismantle is before 8 AM or after 5 PM or on a holiday.  
Freight will not be released until payment has been received.**

Name of Event: \_\_\_\_\_ Booth #: \_\_\_\_\_

Name of Firm: \_\_\_\_\_ Fax: ( \_\_\_\_\_ ) \_\_\_\_\_

Address: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Authorized by: \_\_\_\_\_ Signature: \_\_\_\_\_

Weight: \_\_\_\_\_ # of pieces: \_\_\_\_\_ Estimated Arrival: \_\_\_\_\_

\_\_\_\_\_ CWT x \_\_\_\_\_ Rate = \_\_\_\_\_ **Total Amount:** \_\_\_\_\_