



## Machinery Rates

### Fastener Fair

Charlotte Convention Center - Charlotte, North Carolina

May 19 - 20, 2020

#### Labor Hours

ST - Straight time:

Monday - Friday 8AM - 5PM.

OT - Overtime:

Monday - Friday 5PM - 8AM. All hours Saturday and Sunday.

DT - Double-time:

Holidays.

Event Code:

G152000520

email

[atlanta@shepardes.com](mailto:atlanta@shepardes.com)

phone

(404) 720-8600

fax

(404) 720-8755

**This form is intended for machinery only. For all other shipments, please refer to the Material Handling Rate page.** Uncrated machinery and machines over 5,000 pounds cannot be accepted at the warehouse. All uncrated machinery and 5,000 pound # machine shipments should be delivered directly to the facility during move-in or on your designated target day and time. Machines do not qualify for per pound pricing

### Important Things to Know!

- 1 Use of these specially discounted rates are for your **machinery** shipments only.
- 2 **Certified weight tickets** are required for all shipments.
- 3 **Mixed load shipments** without separate weight tickets do not qualify for the machinery rates and will be invoiced at the regular material handling rate. Adjustments will not be made.
- 4 When shipping a mixed load, **separate weight tickets** are required to distinguish between machinery and exhibit materials.
- 5 All shipments must have proper inbound Bill of Lading or carrier bill with **weight breakdowns**.

**All other freight** will be billed at standard Material Handling Rates.

### For all Machine shipments, Shepard will do the following:

Receive shipments consigned directly to the facility on installation days

Deliver your machine to your booth

Remove and store your empty containers

Return your empty containers to your booth

Load your outbound shipment on your carrier of choice

Item Description	Code	Weight	Per CWT Rate	Item Description	Code	Weight	Per CWT Rate
2,501 - 5,000 LBS	35992		\$41.15	Special Handling 2,501 - 5,000 LBS	35586		\$53.50
5,001 - 10,000 LBS	35993		\$37.40	Special Handling 5,001 - 10,000 LBS	35587		\$48.60
10,001 - 20,000 LBS	35994		\$35.55	Special Handling 10,001 - 20,000 LBS	35588		\$46.20
20,001 - 30,000 LBS	35995		\$33.65	Special Handling 20,001 - 30,000 LBS	35636		\$43.75
30,001 + LBS	35996		\$32.45	Special Handling 30,001 + LBS	35367		\$42.20

**\*\*A special handling rate is charged for extra labor or equipment required to unload or load machinery when it cannot be unloaded or loaded with a forklift in a normal manner. Examples of material handling requirements warranting special handling charges are: Rigging equipment on or off of a truck using jacks, chains, rollers, skates, straps, or cables; the use of multiple forklifts due to the length of the machinery or the lack of lifting points on the machinery, or due to the type of vehicle transporting the machinery.**

Overtime: 30% fee for each overtime application based on ST rate

Double Time: 50% fee for each double time application based on ST rate

We understand that your calculation is only an estimate. Invoicing will be calculated from actual certified weight ticket or reweigh ticket on inbound material handling receiving report. Adjustments will be made accordingly. Any adjustments to charges must be made at show site. Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor's materials are delivered to Shepard's warehouse or to an event site for which Shepard is the Official Show Contractor or an order for labor and/or rental equipment is placed by Exhibitor with Shepard. Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Shepard for your quoted rates and rules applicable to disposal of your exhibit properties.

**Only Shepard personnel are allowed to operate mechanical equipment.**

All Material Handling charges are billable and will be charged to the credit card on file.

Company Name: \_\_\_\_\_ Booth # \_\_\_\_\_

Contact Name \_\_\_\_\_

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

Signature: \_\_\_\_\_



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[targets@shepardes.com](mailto:targets@shepardes.com)

In order to ensure your machinery is properly handled and to avoid delays during set up, please provide the following information on your machines.

Email this form and machine diagrams to **targets@shepardes.com** by **Monday, April 20, 2020**

If you have questions regarding machines, please contact us!

### Step 1: Complete exhibiting company information:

Exhibiting Company Name

Booth #

Contact Name

Phone #

Email Address

**Step 2: How many machines are you shipping?** Crated \_\_\_\_\_ Uncrated\* \_\_\_\_\_

\*Uncrated machinery, crated machinery over 5000 pounds, or machines requiring a flatbed truck will not be accepted at the warehouse. These items should be delivered directly to the facility on your designated target day and time.

### Step 3: What is the weight of each machine?

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_ 5 \_\_\_\_\_ 6 \_\_\_\_\_ 7 \_\_\_\_\_ 8 \_\_\_\_\_

### Step 4: What are the dimensions of each machine?

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_ 5 \_\_\_\_\_ 6 \_\_\_\_\_ 7 \_\_\_\_\_ 8 \_\_\_\_\_

**Step 5: How is your machine being shipped?** Flatbed \_\_\_\_\_ Closed Trailer \_\_\_\_\_ Container \_\_\_\_\_

### Step 6: Do you need special equipment to unload?

Crane \_\_\_\_\_ Extended Forklift Blades \_\_\_\_\_ Rollers \_\_\_\_\_ Slings \_\_\_\_\_ Other \_\_\_\_\_

**Step 7: Do you require a forklift in your booth space to unskid, assemble, or spot machinery?** Yes \_\_\_\_\_ No \_\_\_\_\_

**Step 8: Where are the pick points located on your machine?** Top \_\_\_\_\_ Bottom \_\_\_\_\_

### Step 9: What is the weight per square foot of each machine?

**Note:** 350 pounds per sq ft is the **maximum** allowed for this convention center. If you exceed this weight rating you must provide steel plating in order to disperse the weight.

**Step 10: Please attach any photos or diagrams you have of your machines.**