

FREIGHT SHIPPING PROCEDURES

EXHIBITOR SHIPMENT & FREIGHT

Materials can be shipped in advance to the Demers Warehouse or directly to the Venue. Exhibitor is responsible for making prepaid inbound

and outbound shipping arrangements.

ADVANCED WAREHOUSE

TO BE RECEIVED FROM JAN 13 TO FEB 9 8AM-4PM

TO: Name of Exhibitor & Booth Number

FOR: New England Boat Show

c/o Demers Exposition Services, Inc.
151A Park Avenue
East Hartford, CT 06108

Please Note: Shipments may be received weekdays (excluding holidays) between 8:30am – 3:30pm

ON SITE SHIPMENTS

TO BE RECEIVED ON OR AFTER FEB 12

TO: Name of Exhibitor & Booth Number

FOR: New England Boat Show

c/o Demers Exposition Services, Inc.
Boston Convention & Exhibition Center
415 Summer Street
Boston, MA 02210

Demers Exposition will receive shipments beginning at 8:00am on Sunday, Feb 4. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.

MOVE IN/OUT & SHIPPING

Exhibit Install Pg. 1

Exhibit Install Pg. 2

Exhibit Removal

Brownell Systems

Freight Shipping
Procedures

Move In Information

Staging

SHIPPING PROCEDURES

- Review the Material Handling Services Limits of Liability & Responsibility.
- Be sure to get pro numbers which enable a carrier to trace your shipment(s).
- Upon arrival at your exhibit, compare your shipping information with the freight in your space.
- Report any missing freight or damage to the Freight Desk at the Registration Tent immediately.
- Empty labels must be affixed to all empty crates/cartons for storage during the show to assure correct delivery at the close of the event.

OUTBOUND SHIPPING

- Be sure to properly label all materials for shipping, prepare a bill of lading and contact your carrier.
- Please leave a copy of the bill of lading at the Decorator's desk (Lobby) to ensure packages are picked up properly.
- Extra bills are available at the desk and our freight manager can assist you with outbound shipments.