

SHIPPING GUIDELINES FOR EXHIBITORS OF COMMERCIAL FLOORING TRADE SHOW

All items must be labeled as follows:

Beau Rivage Resort & Casino
ATTN: (Name of Guest and Company name)
For: COMMERCIAL FLOORING TRADE SHOW
875 Beach Blvd.
Biloxi, MS 39530
Box 1 of _____

All items are charged based on weight (except for large items – see below):

0-50 pounds:	\$5.00 per piece
51-100 pounds:	\$10.00 per piece
101-200 pounds:	\$15.00 per piece

Items will only be accepted **Thursday, March 15, 2018 or Friday, March 16, 2018** for the Commercial Flooring Trade Show so make your shipping arrangements appropriately. Exhibit materials will be stored on site and will be moved into the exhibit hall on Sunday, March 18, 2018 by Sz15, FCICA's logistic company. All Items will be shipped out by Wednesday, March 21, 2018.

Sz15 Logistics is the official logistics company for FCICA. Contact Dave Loucks at 877-225-7157, ext. 3 or djloucks@sz15logistics.com for a shipping quote.

FCICA requests that you do not ship items using pallets or crates for the Commercial Flooring Trade Show. Acceptable items in your space include items that fit on your table and pull-up banners. No full booths or racks are allowed.

IF LARGE ITEMS ARE DELIVERED TO LOADING DOCK YOU WILL BE CHARGED THE FOLLOWING AND FCICA CAN NOT GUARANTEE DELIVERY OF YOUR ITEMS:

Large items are defined, but not limited to items on pallets, crates or needs assistance with pallet jacks.

Fee to Pick-up Item(s) at Loading Dock and bring to Convention Floor - \$75 per item

Fee to remove item(s) from Convention Floor to bring to Loading Dock - \$75 per item

***Beau Rivage will bring item to table. It is your responsibility to set it up, un-crate, etc. and take it down/crate back up, etc.

Storage Fee - \$150 per day/per item

***This includes storage for "container"

Shipping of large items must be coordinated with the Convention Manager, Lisa Fletcher, at lfletcher@beaurivage.com or at 888-499-7711, no later than 1 week prior to item(s) arrival and departure. Otherwise, item(s) **will be refused**.

ALL INDIVIDUALS ACCESSING THE LOADING DOCK AND BACK OF THE HOUSE AREAS ARE REQUIRED TO OBTAIN A VISITORS BADGE FROM SECURITY, LOCATED AT THE LOADING DOCK. NO EXCEPTIONS!