



# OUTBOUND SHIPPING FORM

## Show Name

**Company Name:**  
**Contact Name:**

**Booth Number:**  
**Phone Number:**

Every *Outbound* shipment will require this material handling form to be completed.

### OUTBOUND SHIPPING INFORMATION

<b>FROM:</b>	Shipper/Exhibitor Name		
	Billing Address		
	City	State	Zip
<b>TO:</b>	Company Name		
	Delivery Address		
	City	State	Zip
	Phone Number	Contact Name	
	Special Instructions		

### METHOD OF SHIPMENT

**Note** Yellow Freight is the show's designated ground and air outbound carriers. If using other carriers, it is the responsibility of the exhibitor to call their carrier and arrange for pick-up within the allotted move-out time. Suncoast will load out shipment when your carrier arrives. All shipments will be sent collect unless third party bill specific instructions are included. Suncoast Convention Services is not responsible for freight charges. **Outbound UPS/FEDEX not accepted.**  
**OUTBOUND CARRIER MUST CHECK IN BY 6 PM ON SUNDAY, March 29, 2009.**

Please check desired method of shipment below.

- YELLOW FREIGHT (PREFERRED CARRIER)
- OTHER COMMON CARRIER \_\_\_\_\_