

POV CART SERVICE FREIGHT MOVE IN INFORMATION

The Teamsters Union Local 745 has jurisdiction for the operation of all material-handling equipment, all unloading and reloading, and the handling of empty containers. **Exhibitors may unload their own vehicles provided their vehicle qualifies** and they do not use any material handling equipment (fork-lifts, flatbeds, dollies, pallet jacks, or anything with a motor etc.).

Process onsite for unloading freight or vehicles on the show floor

Exhibitors wishing to self-unload

1. Check into the Freeman marshalling yard located at Lot E / 500 Memorial Drive / Dallas, Texas 75207
2. Freeman will then assign a time and direct exhibitors to the convention center to unload based on dock availability. **PLEASE DO NOT ARRIVE DIRECT AT THE CONVENTION CENTER TO UNLOAD YOU WILL BE ASKED TO GO BACK TO THE MARSHALLING YARD.**
3. Proceed to the convention center once instructed. You will be directed to the hand unload area based on the Teamster Union guidelines above. **Exhibitors may unload their own vehicles provided their vehicle qualifies** and they do not use any material handling equipment (fork-lifts, flatbeds, dollies, pallet jacks, or anything with a motor etc.). **Designated unload areas will be marked. While parked in the self-unload area, Exhibitor staff must work as team of at least two people and one person must remain with the vehicle at all times.**
4. **Parking in the Hand Carry Unloading area is limited to 1 hour from the time your vehicle enters the area. Vehicles left beyond 1 hour will be ticketed.**

VEHICLES THAT QUALIFY:



Sedan



SUV



Pickup



Van

VEHICLES THAT DO NOT QUALIFY:



Trailer



Rentals



Bobtail



Stakebed

DOLLIES THAT QUALIFY:



DOLLIES THAT DO NOT QUALIFY:



Exhibitors who will have Freeman unload their freight (Cart Service)

1. Check into the Freeman marshalling yard located at: Lot E / 500 Memorial Drive / Dallas, Texas 75207
2. Freeman will then assign a time and direct exhibitors to the convention center to unload based on dock availability. **PLEASE DO NOT ARRIVE DIRECT AT THE CONVENTION CENTER TO UNLOAD. YOU WILL BE ASKED TO GO BACK TO THE MARSHALLING YARD.**
3. Freeman will unload your freight and bring it to your exhibit space, store your empty materials during the event, return the empties at the close of the event and load them on to the outbound carrier of your choice at the close of the show.
4. Please refer to the Freeman POV Cart Service form for rates and information.

FREEMAN

3801 Adler Dr., Ste. 100
Dallas, TX 75211

(214) 634-1463 • Fax: (469) 621-5601
FreemanDallasES@freeman.com

NAME OF SHOW: **MRO AMERICAS 2020 / SEPTEMBER 2-3, 2020**

EXHIBITING COMPANY NAME: _____ BOOTH #: _____

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

Privately Owned Vehicle Cart Service Rates and Procedures

Understanding that not all of our customers require standard material handling services, we have made accommodations for POVs. Please note that the definition of a POV or privately owned vehicle, is considered to be any vehicle that is primarily designed to transport passengers, not cargo or freight. Examples include pick-ups, passenger vans, taxis, limos, etc.

Cart Rate: \$ 153.75 round trip per cartload

Service to include:

- Unloading and delivery of exhibit materials from the dock to booth
- Storage of empty containers during show hours and return of crates and containers at end of show
- Delivery of exhibit materials/containers from your booth to the dock and the loading of materials into vehicles

Exhibitor will need to complete the Method of Payment form and provide a credit card for imprint at the time of service.

Exhibitors who require this service must check in at the designated Cart Service area.

EXHIBITOR MOVE-IN

ATTENTION: Double-Decker booths in Hall F ONLY

Sunday	August 30, 2020	12:00 PM - 8:00 PM	Hall F Booths 600 sqft or larger & double decker booths only
Sunday	August 30, 2020	2:00 PM - 8:00 PM	Hall E Booths 600 sqft or larger & double decker booths only
Monday	August 31, 2020	8:00 AM - 8:00 PM	Hall D Booths 600 sqft or larger; All of Halls E/F
Monday	August 31, 2020	2:00 PM - 8:00 PM	Hall C and All Halls
Tuesday	September 1, 2020	8:00 AM - 6:00 PM	All Halls

PLEASE CHECK DESIRED SERVICE:

INBOUND

Approximate number of pieces: _____

Move-in day you will receive this service: _____

OUTBOUND

Approximate number of pieces: _____

The above rates and procedures apply **ONLY** to passenger size vehicles. **NO** trucks or commercial vehicles will be unloaded at the rates. See the enclosed Material Handling Order Form for material handling rates for truck and commercial carriers. Freeman personnel will determine what constitutes a cartload.

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DISCOUNT PRICE
DEADLINE DATE
AUGUST 7, 2020

Payment Information

Freeman only accepts payment information electronically. Place your order on FreemanOnline or follow the steps below to provide your payment information electronically and submit your order forms.

Freeman will no longer accept cash payments for any Freeman Services.

1. Submit your payment information

Proceed to our electronic Freeman Pay site to securely submit your payment information

<https://www.freemanpay.com/502233>

2. Submit your order

Upload your order forms through the same link used to submit your payment information

- Both your order and your payment must be received by the discount deadline date to guarantee discount pricing.
- Orders received without payment or after the discount price deadline date will be charged at the standard price.
- Copies of invoices may be picked up from the Freeman Service Center prior to show closing.

FREEMAN method of payment