



2900 S. Hydraulic  
 Wichita, Kansas 67216  
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**Kansas Turfgrass Conference 2019**  
**Hilton Garden Inn**  
**Manhattan, Kansas**  
**December 4-5, 2019**

## FREIGHT HANDLING ORDER FORM & FORK LIFT RENTAL

**THE HENRY HELGERSON COMPANY HAS BEEN SELECTED AS DRAYAGE CONTRACTOR FOR THIS SHOW**

1. Mail, fax or email this form and your advance payment to the address or fax number noted above as soon as possible.
2. All shipments must be sent pre-paid. COLLECT SHIPMENTS WILL BE REFUSED!
3. The rate of \$48.00 per 100 pounds includes storage up to 20 days and delivery to the show site.

### ADVANCED SHIPPING WAREHOUSE ADDRESS

To: (NAME OF EXHIBITOR & BOOTH NUMBER)  
 For: NAME OF SHOW C/O HENRY HELGERSON COMPANY  
**2900 S. Hydraulic, Wichita Kansas 67216**  
**ADVANCE TO WAREHOUSE MUST BE RECEIVED NO LATER THAN APRIL 4, 2019.**

### INBOUND SHIPPING INFO – PRIOR TO EXHIBIT

SHIPPED VIA: \_\_\_\_\_ PRO# \_\_\_\_\_  
 DATE SHIPPED: \_\_\_\_\_ ESTIMATED ARRIVAL DATE: \_\_\_\_\_  
**FORK LIFT REQUIRED FOR LOADING/UNLOADING?** \_\_\_\_\_ **YES- -ADD \$75.00 PER HOUR OR** \_\_\_\_\_ **NO**  
 # OF CRATES: \_\_\_\_\_ # OF DISPLAY CASES: \_\_\_\_\_ #OF CARTONS: \_\_\_\_\_ # OF SKIDS: \_\_\_\_\_  
 TOTAL # PIECES: \_\_\_\_\_ TOTAL WEIGHT: \_\_\_\_\_ x \$48.00/100 lbs. = \_\_\_\_\_ TOTAL COST \_\_\_\_\_

### OUTBOUND SHIPPING INFO – AT CLOSE OF EXHIBIT:

SHIP TO: \_\_\_\_\_  
 ATTENTION: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY/STATE/ZIP: \_\_\_\_\_

### SELECT OUTBOUND CARRIER (CHECK ONE THAT APPLIES)

\_\_\_\_\_**MOTOR FREIGHT (NAME)** \_\_\_\_\_ **VAN LINE (NAME)** \_\_\_\_\_  
 \_\_\_\_\_**UPS: GROUND** \_\_\_\_\_ **BLUE(2<sup>ND</sup> DAY AIR)** \_\_\_\_\_ **RED(NEXT DAY AIR)** – UPS ACCT. # \_\_\_\_\_  
 \_\_\_\_\_**FED EX – ACCT#** \_\_\_\_\_  
 \_\_\_\_\_**OTHER AIR CARRIER (NAME)** \_\_\_\_\_ **OTHER AIR CARRIER ACCT #:** \_\_\_\_\_

If you have not designated a motor freight company, **Henry Helgerson Company** will select a carrier. **Henry Helgerson Company** will load out your shipments when your carrier arrives. **Henry Helgerson Company** cannot be held responsible for unattended or non-prearranged freights left on the show floor. ALL SHIPMENTS WILL BE SHIPPED COLLECT UNLESS OTHERWISE SPECIFIED. HENRY HELGERSON COMPANY WILL NOT BE RESPONSIBLE FOR ANY FREIGHT CHARGES!

**NAME OF EVENT:** Kansas Turfgrass Conf. 2019 **Booth #** \_\_\_\_\_ **E-Mail Address** \_\_\_\_\_  
**COMPANY NAME:** \_\_\_\_\_ **ORDERED BY:** \_\_\_\_\_ **PHONE #:** \_\_\_\_\_

### PAYMENT IN FULL, INCLUDING APPLICABLE SALES TAX, MUST ACCOMPANY YOUR ORDER

Subtotal \$ \_\_\_\_\_  
 8.95% Sales Tax \$ \_\_\_\_\_  
 Total Due \$ \_\_\_\_\_  
 Receipt Request \_\_\_\_\_ Yes \_\_\_\_\_ No

Payment:  Check  Visa  Master Card  Amex  Discover  
 Card # \_\_\_\_\_  
 Name On Card \_\_\_\_\_  
 Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_  
 Signature \_\_\_\_\_