

# SHIPPING ORDER FORM



1705 Acme Street  
Orlando, FL 32805  
Phone: (407) 462-1539

### PAYMENT AUTHORIZATION FORM MUST ACCOMPANY YOUR ORDER

<b>Show Name/Date:</b>	
<b>Company Name:</b>	
<b>Contact Name:</b>	
<b>E-mail :</b>	
<b>Booth #:</b>	
<b>Phone #:</b>	

**PLEASE COMPLETE THE FOLLOWING ITEMS ON THIS FORM. FOR ASSISTANCE, PLEASE CALL (407) 462-1539. FAX THE COMPLETED FORM TO US OR E-MAIL TO [info@troytradeshow.com](mailto:info@troytradeshow.com)**

### PICK UP INFORMATION

REQUESTED PICK UP DATE : \_\_\_\_\_

SHIPPER NAME : \_\_\_\_\_

SHIPPER ADDRESS : \_\_\_\_\_

\_\_\_\_\_  
(CITY) (STATE) (ZIP)

### DESTINATION

<input type="checkbox"/> <b>I WILL BE SHIPPING TO THE ADVANCE WAREHOUSE</b> SHOW NAME /COMPANY NAME/BOOTH  SHIP TO:  CITY/STATE ZIP	<input type="checkbox"/> <b>I WILL BE SHIPPING DIRECTLY TO SHOW SITE</b> SHOW NAME /COMPANY NAME/BOOTH SHIP TO:  SHIP TO:  CITY/STATE ZIP
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### TYPE OF SERVICE

Next Day Air :  
 Second Day Air:  
 3-5 Days Service:  
 Truckload  
 Declared Value \$

### SHIPPING INFORMATION

Number of pieces	Items to be shipped	Estimate Dimensions			Est. Weight
		Height	Width	Length	
	Crates (wooden)				
	Cartons (cardboard)				
	Cases / Trunks (fiber)				
	Skids / Palets				
	Carpet				
	Other				
	<b>TOTAL</b>				

### OUTBOUND SHIPPING

I would like to schedule outbound transportation by TROY TRADE SHOW shipping provider.

\*\*Please let us know 48 hours before your show closing date