

Hara Arena, Conference & Exhibition Center

1001 Shiloh Springs Road
Dayton, OH 45415-2798
(937) 278-4776 Fax: (937) 278-4633

NOTE: DRAYAGE FEES AND CONDITIONS EFFECTIVE 6/10/2009 PLEASE READ CAREFULLY

DRAYAGE CONTRACT FOR HAMVENTION 2010®

Hara will handle the shipping and drayage for the **HAMVENTION**. Hara will do the receiving, unloading, warehousing, delivering shipments to booths, storing empty crates, reloading, and processing of exhibitors shipments and parcels. **THIS AGREEMENT DOES NOT INCLUDE EXHIBITOR ACCESS TO THE DRAYAGE FACILITY DURING SHOW HOURS. SUCH AGREEMENT, IF APPLICABLE, WOULD BE SEPARATE FROM THIS DOCUMENT AND INCLUDE ADDITIONAL CONDITIONS AND FEES. All Shipments must be PREPAID. Hara will not accept collect shipments.** Each shipment must have a bill of lading or delivery ticket addressed to the address below. List the number of pieces, weight and classification when shipments are made. Heavy items which require special handling or care must be noted. When shipments are made a copy of the bill of lading is to be sent to Hara Arena, Conference & Exhibition Center, Inc. to the attention of: DIRECTOR OF DRAYAGE. Complete routing on the bill of lading should be listed to enable tracing of shipments. **NEW FOR 2009: ALL DRAYAGE FEES MUST BE PAID FOR BY CASH OR CREDIT CARD AT THE EVENT. WE WILL NOT DO ANY FURTHER POST-BILLING FOR DRAYAGE CHARGES.**

EVERYTHING SHOULD APPEAR ON THE SHIPPING LABEL AS IN THE EXAMPLE BELOW!

To: Hara Arena, Conference & Exhibition Center, Inc.

(Hold for: Company Name) (Booth #(s))

1001 Shiloh Springs Road
Dayton, OH 45415-2798

Exhibitor (Company) Name: _____ Person on site: _____

Booth #(s): _____ *****KEEP YOUR SHIPMENT TRACKING NUMBERS*****

RATE SCHEDULE: The rate for drayage service is \$25.00 per cwt.(PER HUNDRED POUNDS), with a 200 lb. minimum per delivery. This rate includes the following:

1. Receipt of shipments and up to 30 days storage in advance of set-up date.
2. Delivery to booth. (Based on first come, first served).
3. Removal of labeled crates and containers from booth and storage of same during the show. Labels will be provided.
4. Return of crates and containers at the close of the show to individual booths.
5. Provide shipping information at the close of the show.
6. Provide shipping labels, bills of lading and make the arrangements for outboard carriers.
7. Take exhibit material from booth to storage area, to loading dock and loading on trucks.

For uncrated multi-package or non-skidded multi-package shipments, add \$5.00 per cwt. to the above rates for extra handling. There will be a \$15.00 charge per piece for the handling and storage of empty crates, containers and cartons. This charge applies only if Hara has not handled the shipment to the exhibitor's booth(s).

This form must be on file at Hara prior to arrival of your drayage. Failure to do so will result in the shipment being returned to the shipper. You may fax this form to us but you must still mail this original signed contract! Fax it only if there is a possibility your shipment may arrive before your drayage contract arrives.

OUT BOUND SHIPMENTS: At the conclusion of the event, Hara will have a representative available to answer questions, furnish generic bills of lading, shipping tags and assist in preparing outgoing shipment papers. All outgoing bills of lading should be delivered to the drayage service desk at the conclusion of the event. **Do not abandon your exhibit until Hara's drayage department has personally received your bill of lading. This policy is designed to safeguard your shipment. HARA WILL SHIP OUTBOUND FREIGHT VIA UPS ONLY IF YOU HAVE A UPS ACCOUNT & RETURN LABELS. If Hara must ship out UPS for you, there will be a \$10.00 per-shipment surcharge payable prior to your departure and after your packages are ready to ship. (Hara is charged extra by UPS for any outbound pickup we ask them to make.)**

Hara shall have control of all traffic into and out of the exhibition area to prevent tie-ups at the loading platform, to keep aisles clear and to provide an orderly and efficient load-out. In order to expedite the removal of exhibit material from the drayage facility, Hara shall have the authority to change designated carriers without further clearance from the exhibitors if necessary. Hara's goal is to have all outbound shipments on their way within 2 days of the show's closing. Hara will call all carriers to request pick-ups.

INSURANCE: Hara will not be responsible for damages to uncrated and/or un-skidded exhibit material, nor for concealed damages. After exhibit or exhibit materials are placed in the booth, HARA will not be responsible for condition, count or content; nor be responsible for disappearance of material at the conclusion of the show before it is picked up for reloading. Therefore, please make certain that all of your exhibit material is properly insured against fire, theft and all hazards, while in transit to and from your booth and for the duration of the show.

Hara agrees to handle all shipments for normal and reasonable care but is not responsible for ordinary wear and tear; nor for damage due to fire, theft, windstorm, vandalism, acts of God, or for other causes beyond its control, or requiring the exercise of more than reasonable care. The liability of Hara is limited to \$.25 per pound per article with a maximum of \$50.00 per article and a maximum of \$1,000 per shipment.

AUTHORITY TO HANDLE AND BILLING INSTRUCTIONS - Accepting all terms and conditions herein stated:

Company Name _____ Address _____

Attention of: _____ City & State _____ Zip _____

Signature _____ Phone (_____) _____ Date _____

Credit Card # _____ Exp. Date _____ V-code _____ Email _____

Please sign and return promptly to: **Director of Drayage
Hara Arena, Conference & Exhibition Center
1001 Shiloh Springs Road
Dayton, OH 45415-2798**

IMPORTANT: Make a copy of this document for your records prior to mailing!