

Return Form to:  
 Mary Ransdell  
 Email: MaryR@designevents.com  
 Fax: (208)664-3921



Shipping Address:  
 5039 N. Duncan Drive  
 Coeur d'Alene, ID 83815

(See pg. 6 for shipping instructions)

# EXHIBITOR ORDER FORM

Please read all Terms and Conditions on Page 7

|   |                |   |  |                 |  |
|---|----------------|---|--|-----------------|--|
| <b>Event Dates:</b> <b>November 1, 2023</b> |                | <b>Show Name:</b> <b>Spokane CougsFirst! Show</b> |  | <b>Booth #:</b> |  |
| <b>Your info</b>                            | Company Name:  |   |  | Phone:          |  |
|   | Address:       |   |  | Fax:            |  |
|   | City, St, Zip: |   |  | Email Address:  |  |
|   | Ordered by:    |   |  |                 |  |

(printed)

(signed)

## SHOW FACTS

### EQUIPMENT & FACILITY INFORMATION

|  |                                       |  |                          |                                  |  |
|--|---------------------------------------|--|--------------------------|----------------------------------|--|
| <b>Your Show Sponsor Provides:</b>     | <b>(1) 10x10 Draped Exhibit Space</b> |  | <b>Show Facility:</b>    | <b>Spokane Convention Center</b> |  |
|  | <b>(1) 8' Black Skirted Table</b>     |  |                          | <b>100BC</b>                     |  |
|  | <b>(2) Padded Chairs</b>              |  | <b>Carpet Situation:</b> | <b>Facility IS Carpeted</b>      |  |
|  | <b>(1) Custom Booth ID Sign</b>       |  |                          |                                  |  |
| <b>Show Colors: Red, Silver, Black</b> |                                       |  |                          |                                  |  |

## SHOW SCHEDULE

**Show Hours: Wed: November 1, 2023 4pm - 7:30pm**

**Exhibitor Move-In: Wed: November 1, 2023 Noon - 3:30pm**

**Move-out: Wed: November 1, 2023 7:30pm - 10pm**

**Design Events Hours for Customer Service: Wed: November 1, 2023 Noon - 3pm**

**(Pre-ordering any additional items will ensure availability - Items available at Customer Service may be limited)**

### \*\*\* YOUR ORDER DEADLINES \*\*\*

(In order to receive advanced rates)

**All Advanced Equipment and Freight ORDERS MUST Be Received By:**

**Fri: October 20, 2023**

**All Freight Must Be Received at Shipping Address By:**

**Wed: October 25, 2023**

Please Note: It is highly recommended that freight is shipped to the Design Events warehouse. Most facilities WILL NOT receive and hold freight. Design Events cannot receive freight unless prior arrangements have been made (see page 5).

## PAYMENT INFORMATION

(Payment MUST accompany order)

### PAYMENT TOTALS

| From pg.    | Type                   | Page Total |
|-------------|------------------------|------------|
| 2           | Furniture & Equip      |            |
| 3           | Carpet & Drapery       |            |
| 3           | Booth Decore & Signage |            |
| 4           | Labor                  |            |
| 5, 6        | Freight                |            |
| Subtotal    |                        |            |
| Tax (9%)    |                        |            |
| Grand Total |                        |            |

### PAYMENT METHOD

|                                   |                              |
|-----------------------------------|------------------------------|
| <input type="checkbox"/> VISA     | <b>Expiration Date</b> _____ |
| <input type="checkbox"/> MC       | <b>ZIP Code</b> _____        |
| <input type="checkbox"/> AMEX     | <b>SVC:</b> _____            |
| <input type="checkbox"/> DISCOVER |                              |
| Credit Card # _____               |                              |
| Cardholder _____                  |                              |
| Signature _____                   |                              |

(Please return this page with ALL orders)



## FURNITURE, TABLES, CHAIRS & OTHER EQUIPMENT

All items are subject to availability. Design Events reserves the right to make reasonable substitutions when necessary.

| DESCRIPTION   | ADVANCE PRICE | FLOOR PRICE    | QUANTITY | TOTAL PRICE | COMMENTS   |
|---|---------------|----------------|----------|-------------|--|
| All tables are 24" wide x 30" high                        |               |                |          |             |  |
| 8' Skirted Table  | \$48.00       | \$65.00        | _____    | _____       | <b>(1) 8' Black Skirted Table Provided</b>                       |
| 6' Skirted Table  | \$44.00       | \$59.00        | _____    | _____       |  |
| 4' Skirted Table  | \$40.00       | \$54.00        | _____    | _____       |  |
| 8' Unskirted Table  | \$24.00       | \$30.00        | _____    | _____       |  |
| 6' Unskirted Table  | \$22.00       | \$28.00        | _____    | _____       |  |
| 4' Unskirted Table  | \$20.00       | \$26.00        | _____    | _____       |  |
| 8' Skirted Counter  | \$58.00       | \$74.00        | _____    | _____       |  |
| 6' Skirted Counter  | \$54.00       | \$68.00        | _____    | _____       |  |
| 4' Skirted Counter  | \$50.00       | \$59.00        | _____    | _____       |  |
| 4th Side Table Skirt                                      | \$14.00       | \$19.00        | _____    | _____       |  |
| 4th Side Counter Skirt                                    | \$16.00       | \$22.00        | _____    | _____       |  |
| 30" Round Table - 30" high                                | \$37.00       | \$42.00        | _____    | _____       |  |
| 30" Round Table - 42" high                                | \$40.00       | \$45.00        | _____    | _____       |  |
| 72" Round Black Linen                                     | \$12.00       | \$18.00        | _____    | _____       |  |
| 120" Round Black Linen                                    | \$25.00       | \$35.00        | _____    | _____       |  |
| 120" Round Ivory Linen                                    | \$25.00       | \$35.00        | _____    | _____       |  |
| Scrim Cover 30"x30"                                       | \$25.00       | \$35.00        | _____    | _____       | White or Navy Blue available                                     |
| Scrim Cover 30"x42"                                       | \$35.00       | \$45.00        | _____    | _____       | White, Navy Blue or Grey   |
| Table Top Riser - 4' single                               | \$15.00       | \$18.00        | _____    | _____       | Covered with white vinyl, shelves are 10" wide                   |
| Table Top Riser - 4' double                               | \$23.00       | \$29.00        | _____    | _____       |  |
| Table Top Riser - 6' single                               | \$21.00       | \$27.00        | _____    | _____       |  |
| Table Top Riser - 6' double                               | \$33.00       | \$43.00        | _____    | _____       |  |
| Table Top Riser - 8' single                               | \$28.00       | \$36.00        | _____    | _____       |  |
| Table Top Riser - 8' double                               | \$44.00       | \$57.00        | _____    | _____       |  |
| Padded Side Chair   | \$11.00       | \$14.00        | _____    | _____       | <b>(2) Padded Chairs Provided</b>                                |
| Padded Bar Stool - no back                                | \$24.00       | \$31.00        | _____    | _____       |  |
| Padded Bar Stool with back                                | \$36.00       | \$42.00        | _____    | _____       |  |
| Wastebasket   | \$6.00        | \$8.00         | _____    | _____       | Rental only. For cleaning service, please see Labor Order Sheet  |
| Easel   | \$12.00       | \$15.00        | _____    | _____       |  |
| Fire Extinguisher, ABC                                    | \$30.00       | Pre-Order Only | _____    | _____       |  |
| Fire Extinguisher, Class K                                | \$40.00       | Pre-Order Only | _____    | _____       |  |
| Couches, loveseats, coffee tables, specialty chairs, etc. | ** call **    |                | _____    | _____       | Custom orders will be priced individually. Please call for info. |

**Total from Pg 2:**      \$   
 (carry amount forward to pg 1)

|                   |          |
|-------------------|----------|
| Company:<br>Name: | Booth #: |
|-------------------|----------|



## CARPET, DRAPERY, AUDIO VISUAL EQUIPMENT AND SIGNAGE

All items are subject to availability. Design Events reserves the right to make reasonable substitutions when necessary.

| DESCRIPTION                        | ADVANCE PRICE  | FLOOR PRICE      | QUANTITY | TOTAL PRICE | COMMENTS                    |
|------------------------------------|----------------|------------------|----------|-------------|-----------------------------|
| 10' x 10' Booth Carpet             | \$75.00        | \$105.00         | _____    | _____       | <b>FACILITY IS CARPETED</b> |
| 10' x 20' Booth Carpet             | \$145.00       | \$190.00         | _____    | _____       |                             |
| 10' x 30' Booth Carpet             | \$215.00       | \$270.00         | _____    | _____       |                             |
| 10' x 40' Booth Carpet             | \$295.00       | \$375.00         | _____    | _____       |                             |
| Area Carpet per sq ft (over 360sf) | Pre-order only |                  | _____    | _____       |                             |
| 10' x 10' Carpet Padding           | \$55.00        | \$85.00          | _____    | _____       |                             |
| 10' x 20' Carpet Padding           | \$110.00       | \$150.00         | _____    | _____       |                             |
| 10' x 30' Carpet Padding           | \$165.00       | \$200.00         | _____    | _____       |                             |
| 10' x 40' Carpet Padding           | \$220.00       | \$275.00         | _____    | _____       |                             |
| Padding per sq ft (over 360sf)     | Pre-order only |                  | _____    | _____       |                             |
| 12' High Back Drapery (per ft)     | \$8.00         | \$12.00          | _____    | _____       |                             |
| 8' High Back Drapery (per ft)      | \$5.00         | \$8.00           | _____    | _____       |                             |
| 3' High Side Drapery (per ft)      | \$3.50         | \$6.50           | _____    | _____       |                             |
| <b>A/V EQUIPMENT</b>               |                |                  |          |             |                             |
| 55" HDTV Screen                    | \$250.00       | \$295.00         | _____    | _____       |                             |
| 43" HDTV Screen                    | \$175.00       | \$200.00         | _____    | _____       |                             |
| 19" HDTV Screen                    | \$125.00       | \$150.00         | _____    | _____       |                             |
| <b>TV Stands:</b>                  |                |                  |          |             |                             |
| Truss Type TV Stand                | \$175.00       | <b>Pre-Order</b> | _____    | _____       |                             |
| Rolling Type TV Stand              | \$125.00       | <b>Pre-Order</b> | _____    | _____       |                             |
| Non Rolling Stand /Counter         | \$85.00        | <b>Pre-Order</b> | _____    | _____       |                             |

**Total Carpet and A/V:**  \$  
(carry amount forward to pg 1)

### BOOTH DÉCOR & SIGNAGE

| DESCRIPTION  | ADVANCE PRICE                                  | FLOOR PRICE    | QUANTITY | TOTAL PRICE | COMMENTS                          |
|--|--|----------------|----------|-------------|-----------------------------------|
| Show Banner (per sq ft) - White vinyl material, 2', 3', and 4' widths and cut to your desired length.  | ** Pre-Order only - Please call for pricing ** |                |          |             |                                   |
| Custom Display Signs & Graphics (per sq ft) - High quality PlastiCore signs can be produced on a variety of colors, any size and may include colored vinyl graphics or your custom logo. | \$15.00 per square foot                        | Pre-Order Only | _____    | _____       | <b>(1) BOOTH ID SIGN PROVIDED</b> |
| BANNER OR SIGN TO READ: Please print legibly or attach additional sheet if necessary.  |  |                |          | SIZE:       |                                   |

**Total Décor & Signage**  \$  
(carry amount forward to pg 1)

|                   |          |
|-------------------|----------|
| Company:<br>Name: | Booth #: |
|-------------------|----------|



## LABOR

All items are subject to availability. Design Events reserves the right to make reasonable substitutions when necessary.

| DESCRIPTION   | <u>No. of people</u> | <u>x Approx hrs</u>    | <u>Total Mhrs</u> | <u>x Hourly Rate</u>  | <u>Total est. cost</u> | <u>COMMENTS</u>                            |
|---|----------------------|------------------------|-------------------|---|------------------------|--|
| Basic Labor   | _____                | _____                  | _____             | \$65.00   | _____                  | 1 hour minimum per person                  |
| Hanging Labor   | _____                | _____                  | _____             | \$65.00   | _____                  | Overhead items, etc                        |
| Forklift & Driver Labor   | _____                | _____                  | _____             | \$350.00  | _____                  | 2 hour minimum                             |
|   |                      | <u>No. of booths</u>   | <u>Days</u>       | <u>Rate</u>   |                        |  |
| Booth Cleaning Charges:   |                      |                        |                   |   |                        |  |
| Up to 10 x 10 booth space, per day  | _____                | _____                  | _____             | \$125.00  | _____                  | Includes vacuuming & emptying wastebaskets |
| Describe labor requirements: _____  |                      |                        |                   |   |                        |  |
| Approx time during vendor move-in to meet you at show site for labor: _____   |                      |                        |                   |   |                        |  |
| Approx time during vendor move-out to meet you at show site for labor: _____  |                      |                        |                   |   |                        |  |
| * Note: Basic labor comes unsupervised. It is assumed there will be someone from your company to supervise the project. |                      |                        |                   |   |                        |  |
| <b>EMPTY CONTAINER STORAGE FEES</b>   |                      |                        |                   |   |                        |  |
| <b>These fees are applicable <i>ONLY</i> if you have NOT ordered our Freight Handling Services (see page 6)</b>         |                      |                        |                   |   |                        |  |
|   | <u># pieces</u>      | <u>Price per piece</u> | <u>Total</u>      |   |                        |  |
| Small container - less than 1' in any direction   | _____                | \$15.00                | _____             | <b>Note</b> - if any empty container is large or heavy enough to require a forklift to move it, a minimum of 1/2 hr forklift labor will be charged in addition to these storage fees. |                        |  |
| Med container - 1' to 3' in any direction   | _____                | \$20.00                | _____             |   |                        |  |
| Large container - 3' to 4' in any direction   | _____                | \$25.00                | _____             |   |                        |  |
| Oversized container - more than 4' in any direction   | _____                | \$45.00                | _____             |   |                        |  |

**Total from Pg 4:** \$  
(carry amount forward to pg 1)

**PLEASE NOTE:**

Any Labor ordered by the Advanced Deadline (see pg. 1) will be priced as above.

Any Labor requested at the show will be charged an additional 25% and will be dependent on availability of staff.

All Labor orders for Display Installs must include detailed set-up instructions.

|                   |          |
|-------------------|----------|
| Company:<br>Name: | Booth #: |
|-------------------|----------|

**Mailing & Shipping Address:**

5039 N. Duncan Drive  
 Coeur d'Alene ID 83815  
 Phone: (208) 765-2595  
 Fax: (208) 664-3921



**Shipping Address:**

5039 N. Duncan Drive  
 Coeur d'Alene, ID 83815

**FREIGHT HANDLING SERVICES**

See instructions, information & liability disclaimers under Terms and Conditions, page 7.

|                     |                  |                   |                                 |               |  |
|---------------------|------------------|-------------------|---------------------------------|---------------|--|
| <b>Event Dates:</b> | <b>11/1/2023</b> | <b>Show Name:</b> | <b>Spokane CougsFirst! Show</b> | <b>Booth:</b> |  |
| <b>Your info</b>    | Company Name:    |                   | Phone:                          |               |  |
|                     | Address:         |                   | Fax:                            |               |  |
|                     | City, St, Zip    |                   |                                 |               |  |
|                     | Ordered by:      |                   |                                 |               |  |
|                     |                  | (printed)         | (signed)                        |               |  |

Please label EACH piece of Freight in this manner :

**Spokane CougsFirst! Show  
 Booth #, booth name, Box X of X  
 c/o DE Expo and Event Services  
 5039 N. Duncan Drive  
 Coeur d'Alene, ID 83815**

**INCOMING FREIGHT INFORMATION**

Please provide us with as much information about your shipment(s) as possible. This will ensure that all your freight will be placed in your booth prior to the show, as well as provide us with the necessary information to trace any missing packages.

Shipper Name \_\_\_\_\_ From City/State \_\_\_\_\_

Shipping Date \_\_\_\_\_ Expected Arrival Date \_\_\_\_\_ Total lbs. \_\_\_\_\_

Total # of pieces \_\_\_\_\_ Total # of Pallets \_\_\_\_\_ Total # of Crates \_\_\_\_\_

Carrier \_\_\_\_\_ Tracking #(s) \_\_\_\_\_

INSURED? YES \_\_\_\_\_ NO \_\_\_\_\_ INSURED AMOUNT: \$ \_\_\_\_\_

Shipper Name \_\_\_\_\_ From City/State \_\_\_\_\_

Shipping Date \_\_\_\_\_ Expected Arrival Date \_\_\_\_\_ Total lbs. \_\_\_\_\_

Total # of pieces \_\_\_\_\_ Total # of Pallets \_\_\_\_\_ Total # of Crates \_\_\_\_\_

Carrier \_\_\_\_\_ Tracking #(s) \_\_\_\_\_

INSURED? YES \_\_\_\_\_ NO \_\_\_\_\_ INSURED AMOUNT: \$ \_\_\_\_\_

| <u>DESCRIPTION</u>   | <u>TOTAL # OF POUNDS</u> | <u>RATE PER LB</u> | <u>TOTAL COST</u> | <u>COMMENTS</u>        |
|--|--------------------------|--------------------|-------------------|------------------------|
| Advanced Handling Rate - for advanced orders under 1000 lbs                    | _____                    | \$0.45             | _____             | Minimum Order of 150#  |
| Advanced Handling Rate - for advanced orders over 1000 lbs                     | _____                    | \$0.50             | _____             | Minimum Order of 1000# |
| Late Ordered/Received Rate - for freight ordered or rec'd after deadline dates | _____                    | \$0.60             | _____             | Minimum Order of 150#  |

**Total from Pg 5:** \$   
 (carry amount forward to pg 1)

**PLEASE NOTE:** These freight handling charges are NOT shipping charges. All charges incurred for shipping are separate and must be arranged through the carrier. There is a non-refundable minimum of 150 lbs drayage fee (minimum of 1000 lbs drayage over 1000 lbs.) for any orders handled.

**See page 6 for RETURN SHIPPING INSTRUCTIONS**

\*\* For freight not handled by Design Events, please see page 5 for empty container storage fees.\*\*



**RETURN SHIPPING INSTRUCTIONS**

To insure that your freight will be sent out in a timely manner, outbound freight information is very important. Please fill out this form and return to us if Design Events will be handling your outbound shipments.

Your outbound shipment cannot be shipped out without a completed freight label or Bill of Lading. If you fail to send one to us prior to the show, we will have them available for you to fill out at the show within a freight packet that will be delivered to your booth at the beginning of the show. Design Event will not be responsible to fill out shipping labels.

|                     |                  |                   |                                 |               |        |
|---------------------|------------------|-------------------|---------------------------------|---------------|--------|
| <b>Event Dates:</b> | <b>11/1/2023</b> | <b>Show Name:</b> | <b>Spokane CougsFirst! Show</b> | <b>Booth:</b> |        |
| <b>Your info</b>    | Address:         |                   |                                 |               | Phone: |
|                     | City, St, Zip    |                   |                                 |               | Fax:   |
|                     | Ordered by:      |                   |                                 |               |        |
|                     | (printed)        |                   | (signed)                        |               |        |

**OUTBOUND FREIGHT SHIP TO INFORMATION:**

Company/Contact \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_

Preferred Carrier Name: \_\_\_\_\_ Preferred Carrier Account # \_\_\_\_\_  
 Note: If you do not have a preferred carrier, we recommend Fed Ex Freight Pre-Printed Outbound Labels? Yes \_\_\_\_\_  
 \_\_\_\_\_ Overnight/Priority \_\_\_\_\_ 2nd Day Air \_\_\_\_\_ Ground Service (if applicable)  
 Tracking #(s) \_\_\_\_\_  
 Declared Value: \$ \_\_\_\_\_  
 Total # of pieces: \_\_\_\_\_ Total # of Pallets \_\_\_\_\_ Total # of Crates \_\_\_\_\_  
 Have you pre-arranged a pickup time with the freight carrier from Design Events Warehouse? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, please give date and time: \_\_\_\_\_

Preferred Carrier Name: \_\_\_\_\_ Preferred Carrier Account # \_\_\_\_\_  
 Note: If you do not have a preferred carrier, we recommend Fed Ex Freight Pre-Printed Outbound Labels? Yes \_\_\_\_\_  
 \_\_\_\_\_ Overnight/Priority \_\_\_\_\_ 2nd Day Air \_\_\_\_\_ Ground Service (if applicable)  
 Tracking #(s) \_\_\_\_\_  
 Declared Value: \$ \_\_\_\_\_  
 Total # of pieces: \_\_\_\_\_ Total # of Pallets \_\_\_\_\_ Total # of Crates \_\_\_\_\_  
 Have you pre-arranged a pickup time with the freight carrier from Design Events Warehouse? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, please give date and time: \_\_\_\_\_

| DESCRIPTION              | TOTAL # OF PIECES | RATE PER PIECE | TOTAL COST | COMMENTS |
|--------------------------|-------------------|----------------|------------|----------|
| Freight Handling Service |                   | \$10.00        |            |          |

**Total Add'l charge:** \$   
 (carry amount forward to pg 1)

**IMPORTANT:** If you make arrangements for your shipment to be picked up by your carrier and you have not notified Design Events with the information noted above, your shipment may not be ready for pickup which can result in additional charges to you by your carrier resulting in failure of notification. Design Events does not accept responsibility of additional charges you may incur as a result of this.



Drayage is the term for handling freight. If you are sending freight for the show, it is important to work through DE Expo. *Do not send your freight directly to the show facility. Area facilities typically do not receive and hold freight.* DE Expos' fees for drayage include handling of your freight only. All charges incurred for shipping are separate, and must be arranged through a carrier.

**Our services include:**

- Accepting freight at warehouse
- Assisting vendor in tracking down missing freight
- Transferring freight to show site
- Placing labeled freight in your booth before vendor move-in time
- Storing empty containers and returning them to your booth at the close of the show
- Picking up labeled and packaged freight from your booth after the show
- Scheduling with carrier a pick-up for the next business day

1. Please fill out the Freight forms completely, and send or fax them in so we know how much freight to expect and when to expect it. **NO FREIGHT WILL BE ACCEPTED ON A COLLECT BASIS**, and payment for drayage services must be made before your freight arrives at our warehouse.
2. Vendors are responsible for adequately packaging goods and properly filling out all paperwork.
3. Label each piece as follows: Name of show, name(s) affiliated with booth, name of company, and booth number. This will ensure proper placement of freight. Note on the label or package the total number of pieces, such as "1 of 6", "2 of 6", etc.
4. Direct shipments to the exhibit facility will only be accepted during customer service hours, and are subject to handling charges unless your representative is available to sign for delivery.
5. Vendors will be responsible for all shipping charges. Storage fees will apply if containers are received at our warehouse prior to (21) days before the show (.01/lb per day). Please time your shipping so your freight arrives at our warehouse on a weekday between 9am and 3pm. We will no longer accept freight at our warehouse after the show officially begins. If freight arrives at our warehouse during or after the set-up of the show, an additional charge of up to \$150 may apply if a special trip to the warehouse is necessary.
6. DE Expo will not be liable for any damage to uncrated or improperly packaged materials or concealed damage.
7. DE Expo must be notified if the number or type of items in your booth is not correct. You must contact the Design Events customer service representative at the show. No refunds will be made for items missing from your booth, if Design Events has not been notified during the Design Events customer service hours listed on page #1 of the exhibit packet.
8. DE Expo will not be responsible for loss, theft or disappearance of exhibitor's materials after these items have been delivered to the exhibitor's booth, or before they are picked up from the booth for reloading after the show.
9. DE Expo will not be liable for loss, damage, or delay caused by events we cannot control, including but not limited to acts of God, weather conditions, and labor strikes.
10. DE Expo may, at our option, open and inspect your packages before or after you give them to us to handle for shipment.
11. DE Expos' liability will be limited to the physical loss of or damage to the specific article which is lost or damaged, and in any event, Design Events' maximum liability shall be limited to \$.30 per pound per article with a maximum liability of \$50.00 per items, or \$700.00 per shipment, whichever is less.
12. DE Expo will not be liable to any extent for any actual, potential, or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss, or damage to an exhibitor's materials which may make it impossible or impractical to exhibit the same.
13. DE Expo will not issue refunds for vendors who send freight or equipment orders, but subsequently fail to attend the show.
14. DE Expo will issue a 10% billing fee if your charges are not paid by the end of the show.
15. International shipments must include the required documents for return shipping. Your customs broker can supply these documents. Lack of documents will delay return shipping.
16. Exhibits and materials for which arrangements have not been made with Design Events, will not be transported to our warehouse for return shipment.
17. DE Expo reserves the right to route exhibit materials via an alternate carrier in the event the designated carrier fails to pick up the shipment within a reasonable time after close of the show.