

ADVANCE SHIPPING FORM – U.S.A. GOODS

All U.S. goods may be shipped to the show but must be scheduled to arrive after Monday April 18th at 9:00 am. Please ship all goods to the following shipping address below. Shipments will be held in a common area and released to the booth upon your instructions. An outbound shipping form must be completed and returned to the SHOW OFFICE at the close of the Expo for all outbound shipments.

Each exhibitor must contact the show office to notify us of your freight so that we can look after it.

EXHIBITOR: _____ **BOOTH #:** _____

Canadian Aviation Expo
c/o Canadian Warplane Heritage Museum
9280 Airport Rd.
Mt. Hope, ON L0R 1W0
Canada
905-679-4183

Any U.S. Freight over \$100 needs to be shipped with a Freight Forwarding/Brokerage Company. The Expo's preferred broker is:

Mike Barnes, Event Co-ordinator
Mendelssohn Event Logistics (Formerly Livingston Event Logistics)
40 University Ave., Suite 400
Toronto, ON M5J 1T1 CANADA
Bus: 416-863-9339 ext. 140 Toll: 800-665-4628
Fax: 416-863-5149 Cell: 416-302-4587
Email: mbarnes@mend.com

Booths and Display Materials can be brought into Canada on a Temporary Import Bond (brought in under Mendelssohn Event Logistics' bond) which means taxes (based on the value of the booth & display items) will be waived. This process offers exhibitors a number of advantages such as reduces costs, faster border crossings, quicker set-up at the facility and on-site problem resolution. The border crossing letter and import forms are attached if required.

Any U.S. Freight under \$100 can be shipped via UPS, FedEx or Purolator. If shipments are made via this method, they **must be prepaid**.

*Please do not hesitate to call 1-866-309-9537 for more detailed information regarding shipping to Canada.

Fees for U.S.A. Onsite Drayage

INBOUND FREIGHT \$25 FEE OUTBOUND FREIGHT \$25 FEE



Canadian Aviation Expo
1200 Airport Blvd, Suite 131
Oshawa, Ontario
L1J 8P5

Compliance Verification and Services
P.O. Box 7000, Station "A"
1980 Matheson Boulevard East
Mississauga, Ontario
L5A 3A4

Attn: Ms. Mary Donovan-Wilcox
Manager, Exhibitor Sales

File #11836(revised)
April 26, 2011

Dear Ms. Donovan-Wilcox

I have received your letter advising of your event [the Canadian Aviation Expo](#) to be held at the **Warplane Heritage Museum** in Hamilton, Ontario over the dates of **April 29th, 2011-May 1st, 2011**.

I am pleased to advise you that the use of **Tariff Item 9993.00.00.00** is being extended to you for this event.

Goods imported temporarily under tariff item 9993.00.00.00 cannot be sold, leased or further manufactured or processed while in Canada. The goods must be imported in a reasonable quantity pertaining to their use while in Canada. The goods must be exported within a reasonable time after the conclusion of the event. Should participants decide to give away, sell or otherwise dispose of any temporarily imported goods, they must contact the nearest Customs office or their Customs Broker to arrange for the proper accounting for those goods. After the event, any goods that remain in Canada are subject to the payment of duties and taxes regardless of whether or not the goods are sold.

Also, use of the Border to Show system is authorized for this location.

I recommend that any exhibitors coming to this event from outside of Canada, be provided with a copy of this letter for presentation to Canada Customs Officials at time of entry into Canada.

This letter does not preclude the necessity for possession of appropriate documentation to satisfy Immigration requirements at time of arrival in Canada. [Please visit www.cic.gc.ca/english/visit/index.asp for more information or contact Immigration at 1-888-242-2100](http://www.cic.gc.ca/english/visit/index.asp)

I note that you have appointed **Mendelsohn Event Logistics** as "**Official Customs Brokers**" to effect Customs clearance of goods destined for your event.

I wish you every success with your event and if I can be of further assistance, please contact me by telephone at (905) 803-5261 or by fax at (905) 803-5353.

Yours truly,

Mau'veen Dayrell-Johnson
Regional Coordinator, Southern Ontario
International Events & Convention Services Program

Cc : Mendelsohn Event Logistics
Attn: Hal Eckensweiler

Full Logistics



We take care of the logistics details, so you can focus on the success of your event.

Your business is our business

Livingston Event Logistics offers a complete logistics package, from pick-up of your materials through shipment to your event destination. We look after transportation, customs clearance and border security procedures, all from a single point of contact.

We have you covered

With offices at every major customs port of entry along the U.S.-Canada border and other strategic locations, we have the people, technology, best practices and leading industry expertise that will help spell success for your event.

Consider the benefits you will enjoy by relying on Livingston for your next conference, trade show or special event.

We get it done

- Worldwide land, air and sea freight forwarding services.
- Highly competitive rates.
- All customs and shipping documentation provided.
- Expert, efficient customs clearance.
- 30 days' free warehouse storage in advance of the event.
- 24/7 on-site supervision by highly qualified staff.
- Full tracking, tracing and rating capabilities.
- Cargo insurance optional.
- One point of contact to meet your customs and transportation needs.

Full logistics

Customs clearance
Transportation services
Special event solutions

Contact us
1-800-665-4628
www.livingstoneventlogistics.com

Livingston International
40 University Ave., Suite 400
Toronto, ON Canada M5J 1T1

416-863-9339
Fax 416-863-5149
1-800-665-4628
www.livingstonintl.com



CUSTOMS CLEARANCE

The service of a customs brokerage firm is strongly recommended for all shipments originating outside of Canada. This will eliminate the possibility of materials being held at the border by Canada Customs due to improper or insufficient documentation resulting in these same materials arriving too late or not at all.

Livingston Event Logistics (Formerly Mendelssohn) has been appointed as the official customs broker for the **2011 Canadian Aviation Expo** to be held at the **Canadian Warplane Heritage Museum, April 29-May 1st, 2011**. Livingston Event Logistics staff will be on-site from the first move-in day to the last move-out day and assist exhibitors with their entry/import and return/export of goods.

Livingston Event Logistics will post the required bonds and securities with Canada Customs; clear your materials through Canadian Customs; prepare export documentation and bills of lading; and arrange customs clearance return for ground/air freight.

Prior to shipping, the **Order Form** and **Canada Customs Invoice** should be completed and faxed to Livingston Event Logistics (Attn: Mike Barnes, Fax: 416-863-5149). Three copies must accompany the shipment.

Exhibitors using their own broker will have to arrange their own bond or cash deposit with Canada Customs at the point of entry into Canada.

Private Vehicles (PV)

With the introduction of AECI (Advance Electronic Cargo Information) on the U.S. side of the border, PAPS (Pre-Arrival Processing System) and ACE (Automated Commercial Environment) have become mandatory for most highway shipments entering the U.S. This program requires that all carriers/PV with commercial goods must fax shipment and driver information to the Customs Broker at least 3 hours prior to their arrival at the border. The Customs Broker must then submit the shipment information, in the proper format, to CBP at least 1 hour prior to the carrier/PV arrival. Carriers who fail to meet AECI / PAPS / ACE requirements are subject to penalties. **Carrier/PV penalties are set at \$5,000.00 USD for the first infraction, and \$10,000.00 USD for each infraction thereafter.**

If you plan to drive to the show with your goods, please contact Livingston Event Logistics at once for further instructions!

For further information, please contact your event co-ordinator:

**Mike Barnes, Event Co-ordinator
Mendelssohn Event Logistics (Formerly Livingston Event Logistics)
40 University Ave., Suite 400
Toronto, ON M5J 1T1 CANADA
Bus: 416-863-9339 ext. 140 Toll: 800-665-4628
Fax: 416-863-5149 Cell: 416-302-4587
Email: mbarnes@mend.com**

Order Form

Customs and
Transportation Services



The original of this form must be completed to ensure Customs Clearance.
Please accept this as your authority for Customs Clearance and / or Transportation Services.

We wish to use Livingston Event Logistics services for: (please check one)

- Customs Clearance and Transportation (Shipment Order Form Required) Customs Clearance Only Transportation Only (Shipment Order Form Required)

Section 1 Exhibitor and Shipment Information

Exhibitor / Company Name: ABC Distributing Company

U.S. Tax # or U.S. IRS Identification: 10-9999999

Event Name: International Computing Event

Facility Name: Event Facility Event Date/s: Apr 14/07 - Apr 17/07 Booth #: 234

Shipment Date: Apr 3/07 From (City, State): Chicago, IL Carrier Name: Livingston Event Logistics

It Consists Of (# of Cartons, etc.): 11 Weight: 300 lbs kgs

Rep At The Event: Joe Smith Staying At (Hotel): Anywhere Place Tel: 416-555-1234

Please do not ship via post or parcel courier – we will not be responsible for timely delivery

Section 2 Return Shipment Consignment Information

Company Name: ABC Distributing Company

Address: 125 Elm Street

City: Chicago Province / State: IL Postal/Zip: 66666-6666

Name: Sandy Smith Tel: 708-555-1212 Fax: 708-555-2222

Ship Via: Common Carrier Our Company Vehicle Van Line Service Air Freight Service

Section 3 Terms of Payment and Security Deposit (Must be completed)

Credit Card Information must be completed

Charge to: Visa MasterCard American Express

Cardholder Name: Joe Smith Title: Accounting Manager

Card Account Number: 123456789012 Expiry Date: 12/09

Cardholder's Signature: Joe Smith

I hereby authorize the use of this credit card for payment of services relative to this order form.

Alternative methods of payment are bank wire transfer or pre-payment on credit card. (Receipt 10 days prior to event)

Section 4 Invoicing/Statement Information

Company Name: ABC Distributing Company

Address: 125 Elm Street

City: Chicago Province/State: IL Postal/Zip: 66666-6666

Name: Joe Smith Tel: 708-555-1200 Fax: 708-555-1201

This document was completed by (Please print full name): Joe Smith

Title: Accounting Manager Date: March 14, 2007

Order Form

Customs and
Transportation Services



The original of this form must be completed to ensure Customs Clearance.
Please accept this as your authority for Customs Clearance and / or Transportation Services.

We wish to use Livingston Event Logistics services for: (please check one)

- Customs Clearance and Transportation (Shipment Order Form Required) Customs Clearance Only Transportation Only (Shipment Order Form Required)

Section 1 Exhibitor and Shipment Information

Exhibitor / Company Name:

U.S. Tax # or U.S. IRS Identification:

Event Name:

Facility Name:

Event Date/s:

Booth #:

Shipment Date:

From (City, State):

Carrier Name:

It Consists Of (# of Cartons, etc.):

Weight:

lbs

kgs

Rep At The Event:

Staying At (Hotel):

Tel:

Please do not ship via post or parcel courier – we will not be responsible for timely delivery

Section 2 Return Shipment Consignment Information

Company Name:

Address:

City:

Province / State:

Postal/Zip:

Name:

Tel:

Fax:

Ship Via:

Common Carrier

Our Company Vehicle

Van Line Service

Air Freight Service

Section 3 Terms of Payment and Security Deposit (Must be completed)

Credit Card Information must be completed

Charge to:

Visa

MasterCard

American Express

Cardholder Name:

Title:

Card Account Number:

Expiry Date:

Cardholder's Signature: _____

I hereby authorize the use of this credit card for payment of services relative to this order form.

Alternative methods of payment are bank wire transfer or pre-payment on credit card. (Receipt 10 days prior to event)

Section 4 Invoicing/Statement Information

Company Name:

Address:

City:

Province/State:

Postal/Zip:

Name:

Tel:

Fax:

This document was completed by (Please print full name):

Title:

Date:



CANADA CUSTOMS INVOICE / FACTURE DES DOUANNES CANADIENNES

<p>1 Vendor (Name and Address) / Vendeur (Nom et Adresse)</p> <p>ABC Distributing Company 125 Elm Street Chicago, IL 66666-6666</p>	<p>2 Date of Direct Shipment to Canada / Date d'expédition directe vers le Canada 4/3/1999</p> <p>3 Other References (Include Purchaser's Order No.) / Autres références (inclure le no de commande de l'acheteur) 10-9999999</p>
<p>4 Consignee (Name and Address) / Destinataire (Nom et Adresse)</p> <p>ABC Distributing Company / Booth 234 International Computing Event c/o Event Facility 100 Anywhere Street Toronto, ON M7W 2P6</p>	<p>5 Purchaser's Name and Address (if other than Consignee) / Nom et Adresse de l'acheteur (s'il diffère du destinataire) No sale involved</p> <p>6 Country of Transshipment / Pays de transbordement N/A</p>
<p>VII. 1 Is this a related company transaction? / Est-ce que les compagnies sont liées entre elles? YES <input type="checkbox"/> OUI NO <input checked="" type="checkbox"/> NON</p>	<p>7 Country of Origin of Goods / Pays d'origine des marchandises USA</p> <p style="font-size: small;">If shipment includes goods of different origins, enter origins against items in field 12. / Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12.</p> <p>9 Condition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) / Conditions de vente et modalités de paiement (p. Ex. Vente, Expédition en consignation, location de marchandises, etc.) No sale involved</p>
<p>8 Transportation: Give Mode and Place of Direct Shipment to Canada / Transport: Préciser mode et lieu d'expédition directe vers le Canada Mendelssohn, Chicago, IL</p>	<p>10 Currency of Settlement / Devises du paiement USD</p>

11 No. of Pkgs. Nmbre. De Coills	12 Specification of Commodities (Kind of Packages Marks and Numbers, General Description and Characteristics i.e. Grade Quality) / Designation des articles (Nature des colis, marques et numéros, description générale et caractéristiques. P. Ex. Classe, qualité)	13 Quantity (State Unit) / Quantité (Préciser l'unité)	14 Unit Price / Prix Unitaire	15 Total
2 pcs	Wooden Crates - Display Booth (backwalls, lights, graphics, carpets)	1	\$5000.00	\$5000.00
2 pcs	Cartons - Advertising Brochures / Catalogs / Technical Literature	1000	\$0.10	\$100.00
1 pc	Carton - Plastic Key Chains	50	\$0.50	\$25.00
1 pc	Carton - Books	50	\$1.00	\$50.00
3 pcs	Crates - Computers (Certificate of Registration Attached)	3	\$1000.00	\$1000.00
2 pcs	Crates - Computer Monitors (Certificate of Registration Attached)	2	\$500.00	\$1000.00

<p>XI.1 Total Number of Pieces / Nombre total de pièces 11</p>	
<p>18 If any fields of 1 to 17 are included on an attached commercial invoice, check this box / Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case</p> <p>Commercial Invoice No. / No. De la facture commerciale _____ <input type="checkbox"/></p>	<p>16 Total Weight / Poids total</p> <p>Net N/A Gross / Brut 300 lbs</p> <p>17 Invoice Total / Total de la facture \$9,175.00</p>

<p>19 Exporter's Name and Address (if other than Vendor) / Nom et adresse de l'exportateur (s'il diffère du vendeur)</p> <p>Name: _____ Tel: _____ Fax: _____</p>	<p>20 Originator (Name and Address) / Expéditeur d'origine (Nome et adresse)</p> <p>ABC Distributing Company Name: Joe Smith 125 Elm Street Tel: 708-555-1212 Chicago, IL Fax: 708-555-1201 66666-6666</p>
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<p>21 Departmental Ruling (if applicable) / Décision ministérielle (s'il y a lieu) N/A</p>	<p>22 If fields 23 to 25 are not applicable, check this box / Si les zones 23 à 25 sont sans objet, cocher cette case <input checked="" type="checkbox"/></p>	
23	24	25



CANADA CUSTOMS INVOICE / FACTURE DES DOUANES CANADIENNES

<p>1 Vendor (Name and Address) / Vendeur (Nom et Adresse)</p>	<p>2 Date of Direct Shipment to Canada Date d'expédition directe vers le Canada</p> <p>3 Other References (Include Purchaser's Order No.) Autres références (inclure le no de commande de l'acheteur)</p>
<p>4 Consignee (Name and Address) / Destinataire (Nom et Adresse)</p>	<p>5 Purchaser's Name and Address (if other than Consignee) Nom et Adresse de l'acheteur (s'il diffère du destinataire) No sale involved</p> <p>6 Country of Transshipment / Pays de transbordement N/A</p> <p>7 Country of Origin of Goods Pays d'origine des marchandises</p> <p style="font-size: small;">If shipment includes goods of different origins, enter origins against items in field 12. Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12.</p>
<p>VII. 1 Is this a related company transaction? Est-ce que les compagnies sont liées entre elles?</p> <p>YES <input type="checkbox"/> OUI NO <input checked="" type="checkbox"/> NON</p>	<p>9 Condition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalités de paiement (p. Ex. Vente, Expédition en consignation, location de marchandises, etc.) No sale involved</p>
<p>8 Transportation: Give Mode and Place of Direct Shipment to Canada Transport: Préciser mode et lieu d'expédition directe vers le Canada</p>	<p>10 Currency of Settlement / Devises du paiement</p>

	11 No. of Pkgs. Nbre. De Colis	12 Specification of Commodities (Kind of Packages Marks and Numbers, General Description and Characteristics i.e. Grade Quality) Designation des articles (Nature des colis, marques et numéros, description générale et caractéristiques. P. Ex. Classe, qualité)	13 Quantity (State Unit) Quantité (Préciser l'unité)	Replacement Value Valeur de Remplacement	
				14 Unit Price Prix Unitaire	15 Total

<p>XI.1 Total Number of Pieces / Nombre total de pièces</p>	<p>16 Total Weight / Poids total</p>	<p>17 Invoice Total Total de la facture</p>
<p>18 If any fields of 1 to 17 are included on an attached commercial invoice, check this box Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case</p> <p>Commercial Invoice No. / No. De la facture commerciale _____ <input type="checkbox"/></p>	<p>Net N/A</p>	<p>Gross / Brut</p>

<p>19 Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur)</p> <p style="text-align: center;">Name: Tel: Fax:</p>	<p>20 Originator (Name and Address) Expéditeur d'origine (Nom et adresse)</p> <p style="text-align: center;">Name: Tel: Fax:</p>
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<p>21 Departmental Ruling (if applicable) Décision ministérielle (s'il y a lieu) N/A</p>	<p>22 If fields 23 to 25 are not applicable, check this box Si les zones 23 à 25 sont sans objet, cocher cette case <input checked="" type="checkbox"/></p>	
<p>23</p>	<p>24</p>	<p>25</p>

Shipping Information

In order to facilitate the most efficient and cost effective service possible, **Livingston Event Logistics (Formerly known as Mendelssohn Customs)** has been appointed the official transportation carrier to handle exhibit shipments for the 2011 **Canadian Aviation Expo** to be held at the **Canadian Warplane Heritage Museum, April 29 – May 1st, 2011**. It is not compulsory for exhibitors to use Livingston Event Logistics, but we strongly advise and recommend that you do. This service will not only include free advance warehouse storage for up to 30 days but will also facilitate only one invoice for both your customs and transportation requirements.

To obtain a transportation quote, simply complete the enclosed **Shipment Order Form** and fax to our Transportation Department at Fax: 416-863-5149. All transportation quotes are issued in writing as this allows you to know the cost ahead of time. You then have the option to accept or reject the quotation. If accepted, please sign the quotation form authorizing the rate and fax it back to the transportation co-ordinator that has issued the quote. At that point, the shipment is scheduled for pick-up.

ADVANCE WAREHOUSE & SHIPPING LABELS

As the **Canadian Warplane Heritage Museum** will not accept shipments prior to **April 28th, 2011**, all advance shipments (Domestic & International) are to be consigned to the Advance Warehouse as follows:

Warehouse Shipping Address (accepted before April 25, 2011)	Show Site Shipping Address (accepted on April 28th, 2011)
Company Name / Booth Number 2011 Canadian Aviation Expo c/o ABF/ Livingston Event Logistics 15 Strathearn Avenue Brampton, ON L6T 4P1	Company Name / Booth Number 2011 Canadian Aviation Expo c/o Canadian Warplane Heritage Museum 9280 AIRPORT ROAD MOUNT HOPE, ON L0R 1W0

*** If you require advance receiving, complete the Advance Warehouse Form and fax to 416-863-5149 ***

PRIVATE MOVEMENT OF EXHIBIT MATERIALS

As there are specific regulations for exhibitors using their own trucks or methods of transportation other than common carrier, exhibitors should advise the Official Customs Broker well in advance of their bonded freight's expected arrival.

GENERAL SHIPPING INFORMATION

Plan to use two labels on each case and mark your booth number plainly with crayon, ink, brush, or stencil. The person in charge of installing your exhibit should know **How** and **When** shipments were made in case they become lost. Memoranda of shipping details in their possession will save valuable time.

For further information, please contact:

Mike Barnes, Event Co-ordinator
Mendelssohn Event Logistics (Formerly Livingston Event Logistics)
40 University Ave., Suite 400
Toronto, ON M5J 1T1 CANADA
Bus: 416-863-9339 ext. 140 Toll: 800-665-4628
Fax: 416-863-5149 Cell: 416-302-4587
Email: mbarnes@mend.com

Shipment Order Form

Customs and
Transportation Services
Tel: (416)863-9339
Toll Free: (800)665-4628
Fax: (416)863-5149



To obtain a quotation for Livingston Event Logistics Transportation Services, please complete this form and fax to (416)863-5149.

Section 1 Pick-Up Information

Shipper: ABC Distributing Company
Address: 125 Elm Street
City: Chicago State: IL Zip: 66666
Contact: Joe Smith Tel: 708-555-1212 Fax: 708-555-2222
Hours of Operation: 9:00 am - 5:00 pm Dock: Yes No Lift Gate Required: Yes No
Inside Pick-Up: Yes No Pick-Up Date: April 3/07 To Arrive By: April 9/07

Section 2 Freight Information

COMMODITY: Exhibit Related Articles

# of Pieces	Box/Crate/etc.		Length	Width	Height		Per Piece
7	Crates	@ Dimensions Each:	22	13	18	@ Weight Each:	27 lbs
4	Cartons	@ Dimensions Each:	12	12	12	@ Weight Each:	28 lbs
		@ Dimensions Each:				@ Weight Each:	
		@ Dimensions Each:				@ Weight Each:	
		@ Dimensions Each:				@ Weight Each:	
		@ Dimensions Each:				@ Weight Each:	
		@ Dimensions Each:				@ Weight Each:	
		@ Dimensions Each:				@ Weight Each:	
		@ Dimensions Each:				@ Weight Each:	

Total Weight: 301 lbs

Section 3 Event Information

Event Name: International Computing Event
Event Location: Event Facility
Consignee / Exhibitor Name: ABC Distributing Company Booth #: 234
Address: 100 Anywhere Street
Toronto, ON
M7W 2P6

- Upon receipt of this completed form, Livingston Event Logistics Transportation Services will issue a quotation based on the information provided.
- In order to book your pick-up, the quotation must be signed and faxed back to (416)863-5149.
- All quotations provided by Livingston Event Logistics Transportation Services are for Transportation ONLY and DO NOT include Customs Brokerage Charges.
- To receive a quotation for Customs Brokerage Charges and/or Cargo Insurance, a Canada Customs Invoice/Commercial Invoice must be provided.

Shipment Order Form

Customs and
Transportation Services
Tel: (416)863-9339
Toll Free: (800)665-4628
Fax: (416)863-5149



To obtain a quotation for Livingston Event Logistics Transportation Services, please complete this form and fax to (416)863-5149.

Section 1 Pick-Up Information

Shipper: _____
Address: _____
City: _____ State: _____ Zip: _____
Contact: _____ Tel: _____ Fax: _____
Hours of Operation: _____ Dock: Yes No Lift Gate Required: Yes No
Inside Pick-Up: Yes No Pick-Up Date: _____ To Arrive By: _____

Section 2 Freight Information

COMMODITY: Exhibit Related Articles

# of Pieces	Box/Crate/etc.	Length	Width	Height	Per Piece
	@ Dimensions Each:				@ Weight Each:
	@ Dimensions Each:				@ Weight Each:
	@ Dimensions Each:				@ Weight Each:
	@ Dimensions Each:				@ Weight Each:
	@ Dimensions Each:				@ Weight Each:
	@ Dimensions Each:				@ Weight Each:
	@ Dimensions Each:				@ Weight Each:
	@ Dimensions Each:				@ Weight Each:
	@ Dimensions Each:				@ Weight Each:
	@ Dimensions Each:				@ Weight Each:

Total Weight:

Section 3 Event Information

Event Name: _____
Event Location: _____
Consignee / Exhibitor Name: _____ Booth #: _____
Address: _____

- Upon receipt of this completed form, Livingston Event Logistics Transportation Services will issue a quotation based on the information provided.
- In order to book your pick-up, the quotation must be signed and faxed back to (416)863-5149.
- All quotations provided by Livingston Event Logistics Transportation Services are for Transportation ONLY and DO NOT include Customs Brokerage Charges.
- To receive a quotation for Customs Brokerage Charges and/or Cargo Insurance, a Canada Customs Invoice/Commercial Invoice must be provided.

All exhibitors intending to ship to the advance warehouse must complete this form.

Event Name: _____

Facility Name: _____ Booth #: _____

Exhibitor: _____

Shipper: _____

Address: _____

Province/State: _____ Postal/Zip Code: _____

Contact: _____ Tel: _____

_____ Fax: _____

Shipped via (Carrier Name): _____

Arrival Date: _____ Delivery Date: _____

# of Pieces	Box/Crate etc.	Dimensions	Per Piece
		@ Dimensions Each:	@ Weight Each:
		@ Dimensions Each:	@ Weight Each:
		@ Dimensions Each:	@ Weight Each:
		@ Dimensions Each:	@ Weight Each:
		@ Dimensions Each:	@ Weight Each:
		@ Dimensions Each:	@ Weight Each:
		@ Dimensions Each:	@ Weight Each:
		@ Dimensions Each:	@ Weight Each:
		@ Dimensions Each:	@ Weight Each:

Total # of Pieces: _____ Total Weight: _____

Credit card information must be complete.

Charge to: Visa MasterCard American Express

Cardholder Name: _____ Title: _____

Card Account Number: _____ Expiry Date: _____

Cardholder's Signature: _____

I hereby authorize the use of this card for payment of services relative to this order form.