

Shipment Order Form

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

MENDELSSOHN
EVENT LOGISTICS

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

Section 1 Pick-Up Information

Shipper: ABC COMPANY

Address: 123 ANY STREET

City: CHICAGO

State: IL

Zip: 12345

Contact: JOE SMITH

Tel: 555-555-2345

Fax: 555-555-3456

Hours of Operation: 9:00 AM - 5:00 PM

Section 2 Freight Information

COMMODITY: Exhibit Related Articles

Pick-Up Date: FEB. 1, 2012

To Arrive By: APR. 1, 2012

Mode of Transport: OCEAN FREIGHT

	Yes No		# of Pieces	Box/Crate/etc.	@ Dimensions Each:	Dimensions (inches)			@ Weight Each:	Per Piece
						Length	Width	Height		
Dock	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5	CRATES	@ Dimensions Each:	40	40	48	@ Weight Each:	500 LBS
Liftgate Required	<input type="checkbox"/>	<input checked="" type="checkbox"/>	5	CASES	@ Dimensions Each:	20	24	32	@ Weight Each:	300 LBS
Hazardous Materials	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10	BOXES	@ Dimensions Each:	30	24	24	@ Weight Each:	200 LBS
Insurance Required	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	PIECE	@ Dimensions Each:	50	72	50	@ Weight Each:	4000 LBS
Inside Pick-Up	<input type="checkbox"/>	<input checked="" type="checkbox"/>			@ Dimensions Each:				@ Weight Each:	
Inside Delivery	<input type="checkbox"/>	<input checked="" type="checkbox"/>			@ Dimensions Each:				@ Weight Each:	
Weekend Pick-Up	<input type="checkbox"/>	<input checked="" type="checkbox"/>			@ Dimensions Each:				@ Weight Each:	
Weekend Delivery	<input type="checkbox"/>	<input checked="" type="checkbox"/>			@ Dimensions Each:				@ Weight Each:	

Total Weight: 10000 LBS

Section 3 Event Information

Event Name: 2012 ISMRM ANNUAL MEETING & EXHIBITION

Event Location: MELBOURNE CONVENTION CENTRE

Consignee / Exhibitor Name: ABC COMPANY

Booth #: 123

Address: MENDELSSOHN EVENT LOGISTICS

C/O AGILITY FAIRS & EVENTS

28 - 32 SKY ROAD

TULLAMARINE, 3043 AUSTRALIA

- Upon receipt of this completed form, Mendelssohn Event Logistics 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 Mendelssohn Event Logistics are for Transportation ONLY and DO NOT include Customs Brokerage Charges.
- To receive a quotation for Customs Brokerage Charges and/or Cargo Insurance, a Commercial Invoice must be provided.
- If you are shipping hazardous materials, a Material Safety Data Sheet is required.
- Any additional requirements/special handling instructions should be documented on a separate sheet, and faxed in with this form.

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Section 1 Pick-Up Information

Shipper: _____
Address: _____
City: _____ State: _____ Zip: _____
Contact: _____ Tel: _____ Fax: _____
Hours of Operation: _____

Section 2 Freight Information

COMMODITY: Exhibit Related Articles

Pick-Up Date: _____ To Arrive By: _____ Mode of Transport: _____

	Yes No		# of Pieces	Box/Crate/etc.	Dimensions (inches)			Per Piece	
					Length	Width	Height		
Dock					@ Dimensions Each:			@ Weight Each:	
Liftgate Required					@ Dimensions Each:			@ Weight Each:	
Hazardous Materials					@ Dimensions Each:			@ Weight Each:	
Insurance Required					@ Dimensions Each:			@ Weight Each:	
Inside Pick-Up					@ Dimensions Each:			@ Weight Each:	
Inside Delivery					@ Dimensions Each:			@ Weight Each:	
Weekend Pick-Up					@ Dimensions Each:			@ Weight Each:	
Weekend Delivery					@ Dimensions Each:			@ Weight Each:	

Total Weight: _____

Section 3 Event Information

Event Name: 2012 ISMRM ANNUAL MEETING & EXHIBITION
Event Location: MELBOURNE CONVENTION & EXHIBITION CENTRE
Consignee / Exhibitor Name: _____ Booth #: _____
Address: _____

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