THE WORLD WITHIN REACH

From pre-event planning to on-site execution, Freeman delivers. No matter where you're showing next, Exhibit Transportation from Freeman offers hassle-free delivery options as a seamless extension of the services we provide in all stages of the exhibition process. For an exhibitor, there's nothing quite like arriving at your show site with set-up ready to go. So pack your carry-on bags and leave the rest to us.
OFFICIAL FREIGHT FORWARDER

As the official service contractor, Freeman makes it easier for you to transport your exhibit to the show and on to its next destination, anywhere in the world. With reliable, flexible and cost-effective freight solutions that deliver your exhibit properties where they need to be, when they need to be there, logistical headaches are a thing of the past.

Some of the benefits of working with Freeman Exhibit Transportation include:

The Freeman Exhibit Transportation promise:

- ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION

Freeman can help you with your exhibit material movement across the world. We are proud to offer the following services:

- Local pickup and delivery of exhibit materials
- Global transportation of exhibit goods/materials
- Import customs clearance
- ATA Carnet entries
- Food and Drug Administration clearances
- Federal Communications Commission clearances
- Storage
- Inbound domestic forwarding
- Outbound forwarding
- Outbound customs clearance

questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit www.freemanco.com

Continental U.S. Exhibitors: Contact our exhibit transportation experts at 800.995.3579 or via email at exhibit.transportation@freemanco.com

International Exhibitors: Contact our exhibit transportation experts at +1.817.607.5183 or via email at international.freight@freemanco.com

DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM TO ORDER YOUR INBOUND AND OUTBOUND SHIPPING.
NAME OF SHOW:  SPRING 2017 MARIJUANA BUSINESS CONF & EXPO / MAY 17 - 19, 2017
COMPANY NAME _____________________________________________________________
CONTACT NAME: ______________________ PHONE #: ______________________
E-MAIL ADDRESS ___________________________________________________________
For Assistance, please call (817) 607-5183 to speak with one of our international experts.

For fast, easy ordering, go to www.freemanco.com/store

INTERNATIONAL EXHIBIT TRANSPORTATION

TIPS FOR EASY ORDERING
• Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
• International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information:
(817) 607-5183

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

PICK UP INFORMATION:
Requested Pick Up Date: _____________________________________________________
SHIPPER NAME ___________________________________________________________
SHIPPER ADDRESS _________________________________________________________
(City)  (Province/State)  (Postal Code)
(Country)

TYPE OF SERVICE - Choose One
☐ AIR FREIGHT (Transportation & Customs Clearance)
☐ OCEAN FREIGHT (Transportation & Customs Clearance)

DESTINATION
☐ I will be shipping to the WAREHOUSE
   FREEMAN/Exhibiting Company Name
   Hold for:  SPRING 2017 MARIJUANA BUSINESS CONF & EXPO - Booth #
   9900 Business Pkwy
   Lanham, MD 20706
   MUST BE DELIVERED BY MAY 09, 2017

☐ I will be shipping to SHOW SITE
   FREEMAN/Exhibiting Company Name
   SPRING 2017 MARIJUANA BUSINESS CONF & EXPO - Booth #
   c/o Freeman
   701 Waterfront Street
   National Harbor, MD 20745
   CANNOT BE DELIVERED BEFORE MAY 15, 2017

SHIPPING INFORMATION
Items to be shipped
Number of Pieces  Weight (KGS)
 ☐ Crates (wooden)  ____________
 ☐ Cartons (cardboard)  ____________
 ☐ Cases/Trunks (fiber) (color _________)  ____________
 ☐ Skids/Pallets  ____________
 ☐ Carpet/Pad (color __________________)  ____________
 ☐ Other ( ________________________________)  ____________
 ☐ Total  ____________

Size of largest piece: (H) _______ (W) _______ (L) _______

NOTE: Shipments will be weighed and measured prior to delivery.

OUTBOUND SHIPPING
☐ I would like to schedule my international outbound shipping with Freeman Exhibit Transportation. Please provide me with a SLI/Commercial Invoice, for my shipping instructions and signature. (If you secure your inbound and outbound shipping needs in advance, through Freeman Exhibit Transportation, you will receive the SLI/Commercial Invoice for your completion prior to the show move-in date. Please complete the following information if different from pick up address:

Ship to address: ___________________________________________________________

Number of Labels: ____________

SEND COMPLETED FORM VIA:
E-mail: international.freight@freemanco.com
or
Fax: (214) 445-0186

AN INTERNATIONAL TRANSPORTATION EXPERT WILL CONTACT YOU TO CONFIRM RECEIPT OF YOUR SHIPMENT REQUEST AND FINALIZE DETAILS

SHOW # (448354)
**TIPS FOR EASY ORDERING**

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information:
  - (800) 995-3579 Toll Free US & Canada
  - (817) 607-5100 Local & International

**COMPLETE THE FOLLOWING ITEMS ON THIS FORM:**

**PICK UP INFORMATION**

Requested Pick Up Date:

<table>
<thead>
<tr>
<th>SHIPPER NAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>SHIPPER ADDRESS</td>
</tr>
</tbody>
</table>

| (City) | (State) | (Zip) |

**DESTINATION**

☐ I will be shipping to the **WAREHOUSE**

FREEMAN / Exhibiting Company Name / Booth #

SPRING 2017 MARIJUANA BUSINESS CONF & EXPO

C/O: FREEMAN
9900 BUSINESS PARKWAY
LANHAM, MD 20706

MUST BE DELIVERED BY MAY 09, 2017

☐ I will be shipping to **SHOW SITE**

FREEMAN / Exhibiting Company Name / Booth #

SPRING 2017 MARIJUANA BUSINESS CONF & EXPO

C/O: FREEMAN
GAYLORD NATIONAL RESORT & CONV CTR
701 WATERFRONT STREET
NATIONAL HARBOR, MD 20745

CANNOT BE DELIVERED BEFORE MAY 16, 2017

**OUTBOUND SHIPPING**

☐ I would like to schedule outbound Freeman Exhibit Transportation. Please provide me with a Material Handling Agreement at show site for my shipping instructions and signature. So we may print your Outbound Material Handling Agreement and labels, please complete the following information if different from pick up address:

Ship to address:

| (City) | (State) | (Zip) |

**TYPE OF SERVICE**

☐ Next Day Air: Delivery next business day by 5:00 PM
☐ Second Day Air: Delivery second business day by 5:00 PM
☐ 3-5 Day Service: Delivery within 3 - 5 business days
☐ Declared Value $

Air Transportation charges are billed by Dimensional or Actual Weight, whichever is greater.

☐ Standard Ground: Dependent on distance
☐ Expedited Ground: Tailored to specific requirements
☐ Specialized: Pad wrapped, uncrated, truck load

07/15

**SHIPPING INFORMATION**

<table>
<thead>
<tr>
<th>Items to be shipped</th>
<th>Est. Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crates (wooden)</td>
<td></td>
</tr>
<tr>
<td>Cartons (cardboard)</td>
<td></td>
</tr>
<tr>
<td>Cases/Trunks (fiber) (color ___________ )</td>
<td></td>
</tr>
<tr>
<td>Skids/Pallets</td>
<td></td>
</tr>
<tr>
<td>Carpet (color _______________ )</td>
<td></td>
</tr>
<tr>
<td>Other ( ______________________ )</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
</tr>
</tbody>
</table>

Size of largest piece: (H) _____ (W) ____ (L) ______

**NOTE:** Shipments will be weighed and measured prior to delivery.
As the official service contractor, Freeman is the exclusive provider of freight services. Material handling includes unloading your exhibit material, storing up to 30 days in advance at the warehouse address, delivering to the booth, the handling of empty containers to and from storage, and removing of material from the booth for reloading onto outbound carriers. It should not be confused with the cost to transport your exhibit material to and from the convention or event. You have two options for shipping your advance freight — either to the warehouse or directly to show site.

**How do I ship to the warehouse?**
- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.

**How do I ship to show site?**
- Freight will be accepted only during exhibitor move-in. Please refer to Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.

**What about prepaid or collect shipping charges?**
- Collect shipments will be returned to the delivery carrier.
- To ensure that your freight does not arrive collect, mark your bill of lading "prepaid."
- "Prepaid" designates that the transportation charges will be paid by the exhibitor or a third party.

**How should I label my freight?**
- The label should contain the exhibiting company name, the booth number and the name of the event.
- The specific shipping address for either the warehouse or show site is located on Quick Facts.

**How do I estimate my Material Handling charges?**
- Charges will be based on the weight of your shipment. Each shipment received is considered separately. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is considered one "cwt." (one hundred weight). All shipments are subject to reweigh.
- On the Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.
- Next, select the category that best describes your shipment. There are four categories of freight:
  - **Crated:** material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
  - **Special Handling:** material delivered by the carrier in such a manner that it requires additional handling, such as ground unloading, stacked and constricted space unloading, designated piece unloading, loads mixed with pad-wrapped material, loads failing to maintain shipping integrity, and shipments that require additional time, equipment or labor to unload. Federal Express and UPS are included in this category due to their delivery procedures.
  - **Uncrated:** material that is shipped loose or pad-wrapped, and / or unskidded machinery without proper lifting points.
  - **Carpet and/or Pad Only:** shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.
- Add overtime charges for inbound if material is delivered to the booth during the overtime period stated on Quick Facts. This includes both warehouse and show site shipments.

**What are Freight Services?**
- Add overtime charges for outbound if material is loaded onto the outbound carrier during the overtime period stated on Quick Facts.
- Add the late delivery charge listed on the Order Form if the shipment is accepted at the warehouse or at show site after the deadline date listed on Quick Facts.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.
- Shipments received without receipts or freight bills, such as UPS and Federal Express, will be delivered to the booth without guarantee of piece count or condition.

**What happens to my empty containers during the show?**
- Pick up “Empty Labels” at the Service Center. Place a label on each container. Labeled containers will be picked up periodically and stored in non-accessible storage during the show.
- At the close of the show, the empty containers will be returned to the booth in random order. Depending on the size of the show, this process may take several hours.

**How do I protect my materials after they are delivered to the show or before they are picked up after the show?**
- Consistent with trade show industry practices, there may be a lapse of time between the delivery of your shipment(s) to your booth and your arrival. The same is true for the outbound phase of the show — the time between your departure and the actual pick-up of your materials. During these times, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials or that you hire security services to safeguard your materials.

**How do I ship my materials after the close of the show?**
- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Service Center at show site for your shipping documents. The Material Handling Agreement and labels will be processed and available prior to show closing.
- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Service Center.
- Call your designated carrier with pick-up information. Please refer to Quick Facts for specific dates and times. In the event your selected carrier fails to show on final move-out day, your shipment will either be rerouted on Freeman’s carrier choice or delivered back to the warehouse at the exhibitor’s expense.
- For your convenience, show recommended carriers will be on site to handle outbound transportation.

**Where do I get a forklift?**
- Forklift orders to install or dismantle your booth after materials are delivered may be ordered in advance or at show site. We recommend that you order in advance to avoid additional charges at show site. Refer to the Order Form for available equipment.
- Advance and show site orders for equipment and labor will be dispatched once a company representative signs the labor order at the Service Center.
- Start time is guaranteed only when equipment is requested for the start of the working day.

**Do I need insurance?**
- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by Freeman are subject to the enclosed Terms and Conditions.

**Other available services** (may not be available in all locations)
- Cranes
- Scissor lifts, condors
- Access storage at show site
- Exhibit transportation services (see enclosed brochure)
- Security storage at show site
- Short-term and long-term warehouse storage
- Local pick-up and delivery
- Priority empty return
NAME OF SHOW: SPRING 2017 MARIJUANA BUSINESS CONF & EXPO / MAY 17 - 19, 2017

COMPANY NAME ________________________________________________________________

BOOTH #: __________________________

CONTACT NAME: ________________________________________________________

PHONE #: __________________________

E-MAIL ADDRESS _____________________________________________________________

[Box: IF YOU ARE SHIPPING OVER 3,000 LBS., PLEASE COMPLETE THIS QUESTIONNAIRE IN AS MUCH DETAIL AS POSSIBLE.]

1. Shipment(s) to arrive at: _____ Warehouse     _____ Show Site

2. Estimate of total number of pieces: _____ Display     _____ Equipment
   How many pieces are: _____ Crated     _____ Uncrated     _____ Skidded

3. Total number of trucks/trailers you will use: _____

   **Certified weight ticket(s) must accompany all inbound freight**

4. Your shipment(s) will arrive via (designate number of loads in each category):
   _____ Van Line     _____ Flatbed     _____ Common Carrier
   _____ Company Truck

5. What is the approximate weight of your entire shipment? __________

   What is the approximate weight of your heaviest piece? __________

6. Print the name of the person in charge of move-in:
   Contact Name: ______________________
   Phone Number: _____________________

7. Does your exhibit material (including machinery) require any special type of material handling equipment for unloading and/or erecting? Please be specific. (Example: crane or forklift other than 5,000 lb 3 stage with 72" blades)
   _________________________________________________________________
   _________________________________________________________________
   _________________________________________________________________

Please contact John Stewart at 301-918-7900 or John.Stewart@freemanco.com with any questions.
The Spring 2017 Marijuana Business Conference & Expo will be sponsoring a Hosted Freight Package for all advance shipments to the warehouse and direct shipments to show site. The Hosted Freight Package has been designed to eliminate any service charges to participating exhibitors such as overtime, special handling, etc. The Hosted Freight Package will ONLY apply if shipments are received to the advance warehouse before the May 9th deadline, or during the direct shipment dates listed below.

### Warehouse Shipments:
- **April 17 - May 09, 2017**

### Direct Shipments:
- **Monday, May 15, 2017 from 1:00 p.m. to 6:00 p.m. (with early move-in approval)**
- **Tuesday, May 16, 2017 from 8:00 a.m. to 6:00 p.m.**

### Warehouse Hours:
- 8:00 a.m. to 3:30 p.m. Monday through Friday, Holidays excluded.

### Rate Classifications:

<table>
<thead>
<tr>
<th>Description</th>
<th>Price Per Piece</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehouse Shipment received from April 17 - May 09, 2017</td>
<td>No Charge</td>
</tr>
<tr>
<td>Direct Shipment received during published move-in dates and times</td>
<td>No Charge</td>
</tr>
<tr>
<td>Late Shipment - Per Carton/Box</td>
<td>$45.00</td>
</tr>
<tr>
<td>Late Shipment - Per Skid/Crate</td>
<td>$63.50</td>
</tr>
</tbody>
</table>

Any single item over 3,000 lbs. will be subject to additional equipment and labor charges.

Please contact our Exhibitor Services Department with any questions at (301) 918-7975 or FreemanWashingtonES@freemanco.com with any questions.
EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND SHIPPING LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU AND DELIVER THEM TO YOUR BOOTH PRIOR TO SHOW CLOSE. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM.

For fast, easy ordering, go to www.freemanco.com/store

SHIPPING INFORMATION

**Select a Carrier:**
- [ ] Freeman Exhibit Transportation
- [ ] Other Carrier

**Select a Level of Service:**
- [ ] 1 Day: Delivery next business day
- [ ] 2 Day: Delivery by 5:00 P.M. second business day
- [ ] Deferred: Delivery within 3-5 business days
- [ ] Standard Ground
- [ ] Specialized: Pad wrapped, uncrated, or truckload
- [ ] Lift gate required
- [ ] Air ride required
- [ ] Residential
- [ ] Do not stack

**Select Desired Number of Labels:**

Once your shipment is packed and ready to be picked up, please return the Material Handling Agreement to the Exhibitor Services Center. Shipments without a Material Handling Agreement turned in will be returned to our warehouse at exhibitor’s expense.
THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE. PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY. IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

TO: __________________________
EXHIBITOR NAME

C/O: FREEMAN
9900 BUSINESS PARKWAY
LANHAM, MD 20706

WAREHOUSE
(448354)

SPRING 2017 MARIJUANA BUSINESS CONFERENCE & EXPO

EVENT: BUSINESS CONFERENCE & EXPO

BOOTH NO. _______ NO. _____ OF ___ PCS.

RECEIVING DATE BEGINS: APRIL 17, 2017
DEADLINE DATE IS: MAY 09, 2017

DO NOT DELAY

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE. PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY. IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.
TO: _________________________________________

EXHIBITOR NAME

C/O: FREEMAN
GAYLORD NATL RESORT & CONV CTR
701 WATERFRONT STREET
NATIONAL HARBOR, MD 20745

SHOW SITE (448354)
SPRING 2017 MARIJUANA BUSINESS CONFERENCE & EXPO

BOOTH NO. __________ NO. _____ OF ___ PCS.

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.