

The UPS Store

1511 Texas Avenue S.
College Station, TX 77840

Phone: (979)764-6107
Fax: (979) 696-7246
email: store2647@theupsstore.com

Each exhibitor is directly responsible for contacting The UPS Store to arrange shipping. Minimum of 7 days prior to receipt of goods if boxes weigh less than 70#. Shipments weighing more than 70# will require 14 days notice.

The UPS Store will Coordinate and Handle the Following:

Accept all exhibitors' packages and containers within five (5) days prior to date of exhibit.

Deliver same to Memorial Student Center (MSC) on the day requested.

Remove and arrange all packages from MSC premises.

Ship all MSC vendor packages to their chosen destination.

Note: The UPS Store will schedule and co-ordinate deliveries and breakdowns so as to be able to handle all exhibitors at the same time. Any exceptions to this will have to be handled on an individual basis and subject to additional charges.

Fees: \$55.00 delivery fee per exhibitor from The UPS Store to MSC, or from MSC to The UPS Store provided no individual parcel exceeds 70 lbs and delivery is made during normal store hours. Maximum number of boxes is five; each box over five will incur an additional \$5.00 per box. Deliveries/pick-ups made outside of normal store hours will incur an additional \$60 fee.

Parcels exceeding 70 lbs. will be charged an additional \$20.00 delivery.

Shipping fees for UPS shipments will be at The UPS Store retail rates for its customers. Any UPS or FedEx shipments using your own account number will incur a \$5 prep fee.

Charges will be secured with MSC exhibitor's credit card or with a deposit of 50% of the estimated total charges in advance.

Parcels / equipment requiring special storage and insurance will be bid upon prior to exhibit and will be at reasonable third party rates for that particular exhibit.

Liability: Insurance will be exhibitor's responsibility for liability above and beyond \$50.00 per exhibitor at all times. This includes storage.

PLEASE FAX OR E-MAIL TO THE UPS STORE

Acceptance of Terms from Page One

Event: _____

Event Date: _____

Exhibitor Name: _____

Exhibitor Cell Phone: _____ (Contact in College Station)

Company Name: _____ Phone: _____

Credit Card Number to be Charged: **(Required)** _____

Type of Card: _____ Expiration Date: _____

Name on Credit Card: _____

Signature: _____ Print Name: _____

Company Billing Address: _____
(for receipt)

Delivery and Pickup of Parcels

Delivery to MSC: Date: _____ Approx. Time: _____

MSC Location: _____ # of Parcels: _____

Pick-up from MSC: Date: _____ Approx. Time: _____

MSC Location: _____ # of Parcels: _____

Hernando Jerez, Owner