



Minneapolis Convention Center
 1301 Second Avenue South
 Minneapolis, Minnesota 55403-2781
 (612) 335-6000 FAX (612) 335-6600
 Exhibitor Service Information (612) 335-6550

Drayage Service Order Form

Prices Effective 1/1/19 thru 12/31/19 2019

Incomplete information will delay processing.

Event or Show:		Booth no. (s)	
Event or show date(s):	Company name:	Exhibiting firm:	
Billing address:	City:	State:	Zip: Country:
Phone:	Email:		
Ordered by/title:	On - site contact:		
Order Date:	On - site phone:		

Exhibitor Drayage with Decorator			Total:
	Rates	QTY	
Weight Charge every 100 LBS	\$50.00		
Storage additional days Rate charge per night	\$25.00		
<i>Freight will be released to the decorator after payment is made via Exhibitor Services. MCC does not deliver to exhibit booths. No exhibitor outbound services.</i>			

Exhibitor Drayage with No Decorator			Total:
	Rates	QTY	
Weight Charge every 100 LBS	\$50.00		
Storage additional days	\$25.00		
Trip Charges	\$25.00		
Forklift Operator	\$86.00		
<i>Drayage requiring use of a forklift will incur hourly forklift labor. 1 hour minimum applies.</i>			

By your signature below, you acknowledge and agree to MCC IMPORTANT CONDITIONS AND REGULATIONS.
Payment must be in U.S. Funds. **USE PAYMENT AUTHORIZATION FORM OR MAKE CHECKS PAYABLE TO MINNEAPOLIS CONVENTION CENTER.**

Signature:

Date:

For MCC use only				
Date Received:	Received by:	Check Number:	P.O. No.	P.O. needs to accompany order



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MINNEAPOLIS CONVENTION CENTER EXHIBITOR SERVICES CREDIT CARD AUTHORIZATION FORM

Please provide the last 4 digits of your credit card number, a MCC staff will call you to process the credit card payment.

Visa: <input type="checkbox"/> MasterCard: <input type="checkbox"/> American Express: <input type="checkbox"/> Discover: <input type="checkbox"/>		Name on Card:		
Credit Card Number (Last 4 digits only):		Expiration Month:		Expiration Year:
Billing address:	City:	State:	Zip:	Country:
Phone:		Email:		
Ordered by:		Show site contact:		
Date:		Contact phone:		
By your signature below, serve as my formal written authorization and approval for the Minneapolis Convention Center to charge my credit card listed above for Exhibitor Services expenses at the Minneapolis Convention Center.				

Signature:

Date:

For MCC use only

Date Received:	Received by:	
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