

ALCOHOL DELIVERIES NOT ACCEPTED AT FB INTERNATIONAL WAREHOUSE

# INBOUND MATERIAL HANDLING ORDER FORM



**FB INTERNATIONAL, INC**  
 116 Lehigh Drive  
 Fairfield, NJ 07004  
 TEL: +1 (201) 337-1985  
 EMAIL: customerservice@fbinternational.net

**Industry City**  
**Brooklyn, NY**  
 June 9-10, 2026



COMPANY

PHONE #

BOOTH #

CONTACT PERSON

EMAIL ADDRESS

**Exhibitors are NOT allowed to use any equipment to move their material into the show, i.e. dolly or pallet jack. Material needs to be dropped off at the loading dock. Hand carry material may be brought into the show.**

**ADVANCE SHIPMENT RECEIVING DATES: April 15- May 31, 2026**

All inbound shipments must be scheduled and prepaid by emailing a completed inbound material handling and payment forms to FB International, Inc. **ADVANCE RATE DEADLINE: May 19, 2026**

**ADVANCE SHIPMENT TO FB INTERNATIONAL WAREHOUSE**

Rates include material unloaded at warehouse, storage prior to the opening of the show, delivery to exhibitor's booth, removal to the loading dock at the end of show and reloading onto outbound carriers. Rate also includes pick-up, storage and return of empty crates and cartons.

	<u>Advance Rate</u>	<u>Regular Rate</u>
Material	\$1.75 per lb.	\$2.20 per lb.

**Warehouse hours: 8:00am-5:00pm, Mon.- Fri.**

**DIRECT SHIPMENT TO SHOW SITE**

Rate include material unloaded at show site, delivery to exhibitor's booth, removal to the loading dock at the end of show and reloading onto outbound carriers. Rate also includes pick-up, storage and return of empty crates and cartons.

	<u>Straight Time Rate</u>	<u>Overtime Rate</u> Before 8AM, After 4PM
Material	\$1.95.00 per lb.	\$2.44 per lb.

**See Targeted Move In Plan For Your Direct To Show Shipment Date 25% SURCHARGE APPLIED TO OFF TARGET DELIVERIES**

**SMALL PACKAGES TO FB WAREHOUSE OR SHOW SITE**

Material received without documentation to our warehouse will be delivered without guarantee of piece count or condition. Maximum weight is 50 lbs. per shipment, per delivery.

Small Package, 1st Carton	\$75.00
Small Package, Each Additional Carton	\$55.00

**IMPORTANT INFORMATION**

- \* FB International Payment Policy and Limits of Liability and Responsibility
- \* Material Handling Information & Additional Charges
- \* Material Handling Q&A

**ARRIVAL DATES AND SURCHARGES FOR SHIPMENTS TO WAREHOUSE**

Advance Rate April 15- May 19	Shipments arriving in this time frame and order forms received <b>BEFORE</b> May 19 will be charged advance rates.
Regular Rate May 20 - May 31	Shipments arriving in this time frame and order forms received <b>AFTER</b> May 20 will be charged regular rates.

**PLACE ORDER HERE:**

**Where is this shipment going?**

<u>Check One</u>	<u>Delivery Date</u>	<u>Time</u>	<u>Carrier</u>
<input type="checkbox"/> Advance Warehouse			
<input type="checkbox"/> Direct to Show Site			

**What are we shipping?**

Please indicate quantity, size and weight.

<u>QTY</u>	<u>Description</u>	<u>Length x Width x Height(inches)</u>	<u>Weight (lbs.)</u>
	Crates		
	Carton		
	Case/Trunk		
	Skit/Pallet		
	Uncrated		
	Others		

Total Weight \_\_\_\_\_

**Calculate Material Handling Charges**

MATERIAL DESCRIPTION	WEIGHT	RATES	TOTAL PRICE
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<b>EXAMPLE:</b>		<u>Advance Rate</u>	
Crates	200 lbs.	X \$1.75	= \$350.00

	X	=	\$
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	X	=	\$
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		<b>Sub Total</b>	\$
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SMALL PACKAGE DESCRIPTION	PRICE	X	QTY	TOTAL PRICE
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Small Package, 1st Carton	\$75.00	X	=	\$
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Small Package, Each Additional Carton	\$55.00	X	=	\$
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1. Total Estimated Charges	\$
	\$
2. Tax 8.875%	\$
3. Payment Enclosed	\$

I agree in placing this order that I have accepted the attached FB International Payment Policy and the Limits of Liability and Responsibility

**DIRECT SHIPMENTS MUST ARRIVE ON YOUR TARGET DATE AND TIME**  
**See Targeted Move In Plan For Your Direct 25% SURCHARGE APPLIED TO OFF TARGET DELIVERIES**  
**To Show Shipment Date**

Authorized  AUTHORIZED NAME - PLEASE PRINT DATE