

Package and Freight Handling Authorization

Event Name: _____

Company/Exhibitor Name: _____

Booth/Room # _____ Expected Arrival Date: _____

Phone# _____ Email: _____

By signing below, I authorize The UPS Store to charge the credit card below for all in bound handling fees. I acknowledge that Handling Fees will be assessed to each individual item according to the following fee schedule:

	Unit Price	Quantity	Total
Letters/Packs	\$7.00		
Packages up to 5 Lbs	\$10.00		
6-15 Pounds	\$12.00		
16-29 Pounds	\$20.00		
30-44 Pounds	\$25.00		
45-59 Pounds	\$40.00		
60-74 Pounds	\$50.00		
75-89 Pounds	\$55.00		
90-99 Pounds	\$60.00		
100 + Pounds	\$0.70 lb		
Crates (Small)	\$100.00		
Pallets (4'x4')	\$225.00		

**Fee includes receiving, securing, storing and delivering packages to convention guest. Due to limited storage, packages that arrive more than 3 days in advance of meeting will incur a storage fee equivalent to the amount above based on package weight per each additional 3 days period.*

Credit Card: No: _____ Exp Date: _____

Zip Code for Billing Address: _____

Signature: _____

Print Name: _____

Email for Receipt: _____

Please note that it is **VERY** important to make sure the packages are labeled for delivery to **The UPS Store**. The address label should appear as follows:

Tampa Convention Center

C/O The UPS Store

Recipient Name

333 S Franklin St.

Tampa, FL 33602

If applicable, please include:

Event Name, Date and Booth/Table #

Scan/Email form to TheUPSStoreTCC@gmail.com

Or Fax to 813.274.7839

Questions? Call 813.274.7840