



**MS Coast Coliseum & Convention Center - Biloxi, MS  
October 24 – 27, 2022**

Convention Display Service, Inc. is pleased to be the official Exposition Service Contractor for the 2022 Deep South Turf Expo. This packet contains information you will need to order furnishings and services for this event. We look forward to assisting with your needs.

#### Show Information

**Booth Size:** 10' wide x 10' deep or increments thereof

**Booth Furnishings:** 8 ft. tall back drapes – Ecru/Green/Ecru  
3 ft. tall side drapes – Ecru  
One 7" x 44" Company Name ID Sign  
One 6' 30" high skirted table with white vinyl top – Black skirt  
Two chairs

**PLEASE DO NOT PIN, TAPE, ZIPTIE, VELCRO, STAPLE or OTHERWISE ALTER CDS CLOTH GOODS.**

**EXHIBITORS ARE FINANCIALLY RESPONSIBLE FOR REPLACEMENT COST FOR ANY DAMAGE OR MODIFICATIONS MADE TO CLOTH GOODS OR ANY OTHER EQUIPMENT RENTED FROM CDS**

#### **BOOTHS ARE NOT PROVIDED ELECTRICAL SERVICE**



**If you will need electrical service, it must be ordered through CDS.  
Plugging directly into floor boxes or wall outlets is prohibited.  
This rule is strictly enforced by CDS, the Mississippi Coast Convention Center and the Mississippi Fire Marshal.**

If you would like to order furnishings, electrical service, carpet, or material handling services, please complete the appropriate order form in the exhibitor packet from Convention Display Service and email to [brooke@cds1958.com](mailto:brooke@cds1958.com) or fax to 601-948-3824.

**Exhibit Hall:** The Mississippi Coast Coliseum and Convention Center is not carpeted.  
Booth carpet is available for rent by exhibitor order – Gray Mist only

#### Deadline Dates:

**Monday, September 19** Advance shipments may begin arriving at the warehouse  
*Advance warehouse receiving hours: Monday – Friday, 8 AM to 4 PM*

**Wednesday, October 19** Deadline for advance shipments to arrive at the warehouse  
**Monday, October 17** Order Discount Deadline – payment must accompany order  
**Tuesday, October 25** First day shipments can arrive at the Mississippi Coast Convention Center  
**Wednesday, October 26** Carriers must be at the Mississippi Coast Convention Center for outbound shipment pick up by 7:00 p.m.

#### Show Schedule:

**Monday, October 24** Heavy Equipment Move in: 4:00 p.m. – 6:00 p.m. (Heavy Equipment ONLY)  

- Contact Brooke Fuller – [brooke@cds1958.com](mailto:brooke@cds1958.com) / 601-948-4228 with questions
- Please refer to the Fire Code Policy for MCCC included in this packet**

**Tuesday, October 25** Heavy Equipment Move In: 8:00 a.m. – 10:00 a.m.  
Exhibitor Move in: 8:00 a.m. - 4:00 p.m. (Hand Carried Materials)

**EXHIBITORS ARE NOT ALLOWED TO DISPLAY MATERIALS OUTSIDE OF THEIR DESIGNATED BOOTH SPACE**

**Wednesday, October 26** Expo hours: 11:00 am – 5:00 p.m.  
**Wednesday, October 26** Exhibitor Move Out: 5:00 p.m. – 6:00 p.m.  
**Thursday, October 27** Heavy Equipment Move out: 7:00 a.m. – 9:00 a.m.

#### **Dock area reserved for carrier load out only – NO PARKING**

*Neither the Deep South Turf Expo, Convention Display Service, Inc., nor the Mississippi Coast Coliseum & Convention Center will be responsible for materials left unattended on the show floor.*

<b>How to contact us:</b>	<b>CDS</b> P O Box 13387 Jackson, MS 39236-3387	<b>CDS</b> 908 Larson St. Jackson, MS 39202	<b>Phone: 601-948-4228</b> <b>Fax: 601-948-3824</b> <a href="mailto:brooke@cds1958.com">brooke@cds1958.com</a>
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Deep South Turf Expo  
Mississippi Coast Convention Center  
October 24 – 27, 2022

## PAYMENT POLICIES

**CDS requires full payment for services and rentals requested before the order will be processed.  
Orders received without payment will not be processed.**

- All prices include delivery, installation, rental charges for the duration of the event and removal at completion.
- All charges, excluding material handling, cleaning, and labor, are subject to sales tax.
- Payment in full must accompany all orders by Monday, October 17th to receive the advance price.
- Orders received after October 17th will be charged the standard floor rate.
- To be tax exempt, you must be a state, government, or nonprofit organization. If you are eligible, please provide a copy of the exemption certificate when placing your order. Sales tax rate is 7%.  
A resale certificate is not acceptable as proof of exemption, as CDS does not provide items to be resold.
- **There is a 3.5% convenience fee for paying with a credit card. Amount will be automatically charged to your transaction total, or you may pay by check. Mailing address P. O. Box 13387, Jackson, MS 39236**

## SALES TAX AND EXEMPTIONS

- All charges, excluding material handling, cleaning, and labor, are subject to sales tax.
- To be tax exempt, you must be a state, government, or nonprofit organization. If you are eligible, please provide a copy of the exemption certificate when placing your order. Sales tax rate is 7%.
- A resale certificate is not acceptable or proof of exemption, as CDS does not provide items to be resold.

## PAYMENT OPTIONS

- Payment by Email: Email your order with full payment to [brooke@cds1958.com](mailto:brooke@cds1958.com)
- Payment by Fax: Fax your order with full payment to 601-948-3824 – Attention: Brooke
- Payment by Mail: Mail your order form with full payment to: Convention Display Service  
P O Box 13387  
Jackson, MS 39236-3387
- CDS accepts checks, MasterCard, Visa, American Express and Discover as forms of payment.
- If submitting a check for payment, please attach with the completed order forms and mail to Convention Display Service.
- A credit card must be placed on file with all orders, regardless of method of payment. The credit card authorization will be used to cover all services not paid by the initial payment and any balances left unpaid at the close of the show.
- Please make sure all supplied credit card information is current, accurate and legible, including expiration date and the 3- or 4-digit security code.
- **There is a 3.5% convenience fee for paying with a credit card. Amount will be automatically charged to your transaction total, or you may pay by check. Mailing address P. O. Box 13387, Jackson, MS 39236**

Deep South Turf Expo  
Mississippi Coast Convention Center  
October 24 – 27, 2022

## **PAYMENT POLICIES (continued)**

### **CANCELLATION / REFUND POLICY**

- Orders canceled prior to October 17th will be refunded at 100% of original price,
- Orders canceled after October 17th and prior to delivery to booth will be refunded at 50% of original price.
- No refunds will be granted for services or equipment not used, or canceled 3 days prior to exhibitor move-in.
- No refunds will be granted for any services or items canceled during exhibitor move-in or show site.
- No refunds will be granted for any services or items after the show has ended, including items ordered and not received

### **ADVANCE ORDERS**

- Deadline to receive the advance price for the Deep South Turf Expo is Monday, October 17, 2022
- CDS requires full payment, including tax, for services and rentals requested before the order will be processed.
- Orders received without payment will not be processed.
- Please include your complete customer information on each form submitted.
- Advance payment for labor should be based on an estimation of installation and dismantling hours
- Advance payment for material handling should be based on an estimated weight.
- All CDS equipment placed are on a rental basis and shall remain the property of Convention Display Service, Inc. Vendors will be held financially responsible for damage to CDS equipment while being used by vendor.

### **ON-SITE ORDERS**

- All on site orders, including material handling or labor, are payable upon placing the order.
- A credit card must be on file for material handling or labor services, regardless of payment method.
- Orders received after the advance date deadline or on show site will be billed at the standard prices.
- Orders will not be filled until payment has been received.

### **MATERIAL HANDLING/LABOR/RIGGING**

- If you are shipping items to our advance warehouse, to show site for CDS to accept, or shipping items outbound from show site with CDS or ordering labor for installation and dismantle, you must complete the credit card authorization form
- Our services will not be performed unless we have a credit card authorization form on file.
- If you require outbound shipping services or dismantle labor on move out, your credit card will be charged.



# CREDIT CARD BILLING AUTHORIZATION & PAYMENT POLICY

**Deep South Turf Expo - 2022**

## CDS PAYMENT POLICY:

CDS requires payment in full, including applicable tax, when orders are submitted.

You may choose to pay by credit card or check, however, CDS requires that a credit card authorization be placed on file with your order. Your onsite representative must be made aware of this policy and have a means of payment unless there is a credit card on file. Otherwise, services will be denied.

CDS will not be responsible for missed deadlines or processing delays resulting from payments mailed separately from order forms.

Checks must be made payable to Convention Display Service and drawn on a U.S. Funds Account.

Purchase Orders are NOT considered payment.

## **CANCELLATION / REFUND POLICY**

\*Orders canceled prior to October 17 will be refunded at 100% of original price.

\*Orders canceled after October 17 will be refunded at 50% of original price

\*No refunds will be granted for services or equipment not used, or canceled 3 days prior to exhibitor move-in.

\*No refunds will be granted for any services or items canceled during exhibitor move-in or on show site.

\*No refunds will be granted for any services or items after the show has ended, including items ordered and not received.

Please enter total cost ordered from each page on appropriate line

Show Special (Carpet & Pad)

Standard Furnishings

Electrical Service

Carpet

Cleaning

Aerial Hanging/Rigging

Material Handling

Grand Total \$ \_\_\_\_\_

Convention Display Service, Inc. Federal ID #64-0656926  
CDS is exempt from backup withholding tax

**There is a 3.5% fee for paying with a credit card. Amount will be automatically charged to your transaction total, or you may pay by check.**

## **RETURN ORDERS WITH PAYMENT TO CDS:**

Address: 908 Larson Street,  
Jackson, MS 39202

By Fax: 601-948-3824  
Email: brooke@cds1958.com

## **CREDIT CARD AUTHORIZATION – complete all information**

☐ American Express ☐ MasterCard ☐ Visa ☐ Discover

Account # \_\_\_\_\_ Verification Code \_\_\_\_\_

V-Code: MasterCard, Visa, Discover = 3 digit on back; American Express = 4 digit on front

EXP. DATE \_\_\_\_\_ BILLING ADDRESS: \_\_\_\_\_ BILLING ZIP CODE \_\_\_\_\_

PRINT CARDHOLDER NAME \_\_\_\_\_

CARDHOLDER SIGNATURE: \_\_\_\_\_

**FOR YOUR CONVENIENCE, CDS WILL USE THIS AUTHORIZATION TO CHARGE YOUR ACCOUNT FOR SERVICES, INCLUDING LABOR, FREIGHT, OR OTHER MISCELLANEOUS SERVICES NOT COVERED BY YOUR INITIAL PAYMENT.**

**I agree in placing this order that I have accepted CDS' terms and conditions**

Exhibiting Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Authorized Contact \_\_\_\_\_ Title \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

**X** Authorized Signature \_\_\_\_\_ E-Mail address: \_\_\_\_\_



October 24 – 27, 2022

## EXHIBITOR APPOINTED CONTRACTOR

This form must be completed by an authorized representative of the exhibiting company

Exhibitor Appointed Contractor \_\_\_\_\_

Contact \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

- ✓ Exhibitor Appointed Contractors must comply with show rules and regulations and accept appropriate liability for negligent actions.
- ✓ Exhibitor Appointed Contractors shall provide certificates of insurance no later than 10 days prior to show.
- ✓ **SOLICITATION ON THE EXHIBIT FLOOR IS PROHIBITED.** Exhibitor Appointed Contractors or non-official contractors engaged in solicitation on the exhibit floor will be asked to leave the premises.
- ✓ Exhibitor Appointed Contractors must display identifying badges when on the exhibit floor.
- ✓ Exhibitor Appointed Contractors shall indemnify and hold harmless Convention Display Service and Show Management against all negligence on the part of said EAC, its agents, employees and representatives.
- ✓ **The Official Service Provider/s designated in this service kit must be used for services such as: Electrical, Booth Cleaning, Rigging, Decorator Labor, Material Handling, Telecommunication Services**

Exhibiting Firm Name \_\_\_\_\_ Booth # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Authorized Contact \_\_\_\_\_ Title \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

✕ Authorized Signature \_\_\_\_\_ E-Mail: \_\_\_\_\_

Return to: CONVENTION DISPLAY SERVICE, INC., P. O. BOX 13387, JACKSON, MS 39236-3387  
908 LARSON STREET, JACKSON, MS 39202 / CREDIT CARD ORDERS ONLY BY FAX: 601-948-3824  
BY E-MAIL TO [brooke@cds1958.com](mailto:brooke@cds1958.com)



## PROVIDED BOOTH FURNISHINGS REQUEST

**PLEASE SUBMIT COMPLETED FORM TO CONVENTION DISPLAY SERVICE BY  
MONDAY, OCTOBER 17, 2022**

The following furnishings are provided at no charge with each 10' x 10' booth space:

8' high ecru/green/ecru back drapes and 3' high ecru side dividers  
One - 6' x 24" x 30" table with black skirt  
Two chairs

**PLEASE INDICATE BELOW IF YOU WILL NEED YOUR PROVIDED FURNISHINGS.**

One 6' 30" skirted table (per 10' section) ☐ YES ☐ NO

Two chairs (per 10' section) ☐ YES ☐ NO

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Please type or print

Exhibiting Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

Attn: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Signature: \_\_\_\_\_

**Return To: CONVENTION DISPLAY SERVICE, INC., P. O. BOX 13387, JACKSON, MS 39236-3387 OR  
908 LARSON STREET, JACKSON, MS 39202 / FAX: 601-948-3824 OR  
EMAIL TO [brooke@cds1958.com](mailto:brooke@cds1958.com)**



## CARPET SHOW SPECIAL

This order form must be returned to Convention Display Service, Inc. with payment in full, including tax, by October 17, 2022 to take advantage of this package deal.

This SHOW SPECIAL rate will NOT be available after October 17th

\_\_\_ Package A: One 9' x 10' Gray Carpet  
One 9' x 10' Carpet Pad

**\$82.00**  
Discount Price

Subtotal \$ \_\_\_\_\_

Add 7 % Tax \$ \_\_\_\_\_

Total Cost \$ \_\_\_\_\_

### CANCELLATION / REFUND POLICY

\*Orders canceled prior to October 17, 2022 will be refunded at 100% of original price.

\*Orders canceled after October 17 will be refunded at 50% of original price

\*No refunds will be granted for services or equipment not used, or canceled 3 days prior to exhibitor move-in.

\*No refunds will be granted for services or equipment not used, or canceled prior to 3 days .

\*No refunds will be granted for any services or items canceled during exhibitor move-in or on show site.

\*No refunds will be granted for any services or items after the show has ended, including items ordered and not received.

CREDIT CARD	
___ MASTERCARD	___ VISA
___ AMEX	___ DISCOVER
Account# _____	
Exp. Date ____/____	
Security Code: _____ Zip Code: _____	
Print Name on Card _____	
Card Holder Signature _____	
There is a 3.5% fee for paying with a credit card. Amount will be automatically charged to your transaction total, or you may pay by check.	

**Return order forms with payment to:**  
**Convention Display Service, Inc.**  
**P. O. Box 13387, Jackson, MS 39236-3387**  
**or**  
**908 Larson Street, Jackson, MS 39202**  
**or**  
**Email to: [brooke@cds1958.com](mailto:brooke@cds1958.com)**  
**Fax: 601-948-3824**  
**Please call Brooke at 601-948-4228 for assistance**

Exhibiting Company Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

Booth # \_\_\_\_\_

Signature: \_\_\_\_\_



## Deep South Turf Expo October 24 – 27, 2022

**ADVANCE ORDER DEADLINE: Oct. 17, 2022**

Qty	Description	Price before/on Oct 17th	Price begins Oct 18th
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### Tables 24" wide x 30" high

Skirted tables Include white vinyl top & pleated skirt on 3 sides

___ 4' 30" table with black skirt	\$ 55.00	\$ 75.00
___ 6' 30" table with black skirt	\$ 75.00	\$100.00
___ 8' 30" table with black skirt	\$ 95.00	\$125.00
___ 4 <sup>th</sup> Side Skirt, Optional	\$ 20.00	\$ 20.00

___ 4' 30" table – Not skirted	\$ 30.00	\$ 38.00
___ 6' 30" table – Not skirted	\$ 35.00	\$ 44.00
___ 8' 30" table – Not skirted	\$ 40.00	\$ 52.00

### Tables 24" wide x 42" high (counter height)

Skirted tables include white vinyl top & pleated skirt on 3 sides

___ 4' 42" table with black skirt	\$ 80.00	\$100.00
___ 6' 42" table with black skirt	\$ 95.00	\$125.00
___ 8' 42" table with black skirt	\$110.00	\$145.00
___ 4 <sup>th</sup> Side Skirt, Optional	\$ 35.00	\$35.00

___ 4' 42" table – Not skirted	\$ 35.00	\$ 44.00
___ 6' 42" table – Not skirted	\$ 41.00	\$ 52.00
___ 8' 42" table – Not skirted	\$ 55.00	\$ 75.00

Qty	Description	Price before/on Oct 17th	Price begins Oct 18th
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___ Black Folding Chair	\$ 15.00	\$ 20.00
___ Arm Chair	\$ 50.00	\$ 65.00
___ High Stool	\$ 55.00	\$ 70.00
___ Aluminum Floor Easel	\$ 30.00	\$ 40.00
___ Wastebasket	\$ 15.00	\$ 20.00
___ 8' Post & Base Unit	\$ 10.00	\$ 12.00
___ Extender Rod	\$ 4.00	\$ 6.00
___ Add'l 8' h drapes per lin. Ft	\$ 5.00	\$ 6.00

### Available by advance order only by October 17th

___ 4' x 8' Chrome Gridwall panel	\$ 75.00
___ Pegboard Vertical Mount*	\$ 90.00
___ Pegboard Horizontal Mount*	\$ 90.00

\*Note: 4 x 8' framed brown pegboard sheets with 1/4" holes

Mounting accessories for pegboards & gridwalls not provided

___ Literature Rack	\$ 25.00
___ Bag Stand	\$ 25.00
___ Chrome Garment Rack	\$10.00

### Single Tier Table Risers 12" wide x 12" high

___ 6' covered – white	\$ 39.00
___ 8' covered – white	\$ 46.00
___ 6' without cover	\$ 21.00
___ 8' without cover	\$ 26.00

Sub Total \$ \_\_\_\_\_

Add 7 % tax \$ \_\_\_\_\_

Payment Enclosed \$ \_\_\_\_\_

### CANCELLATION / REFUND POLICY

- \*Orders canceled prior to October 17th will be refunded at 100% of original price.
- \*Orders canceled after October 17th will be refunded at 50% of original price.
- \*No refunds will be granted for services or equipment not used, or canceled 3 days prior to exhibitor move-in.
- \*No refunds will be granted for any services or items canceled during exhibitor move-in or show site.
- \*No refunds will be granted for any services or items after the show has ended, including items ordered and not received.

### CREDIT CARD AUTHORIZATION

\_\_\_ MASTERCARD \_\_\_ VISA \_\_\_ AMEX \_\_\_ DISCOVER

Account# \_\_\_\_\_

Exp. Date \_\_\_/\_\_\_

Security Code: \_\_\_\_\_ Zip Code \_\_\_\_\_

Billing Address: \_\_\_\_\_

Print Name on Card \_\_\_\_\_

Card Holder Signature \_\_\_\_\_

There is a 3.5% fee for paying with a credit card. Amount will be automatically charged to your transaction total, or you may pay by check.

### Return order forms with payment to:

Convention Display Service, Inc.

P. O. Box 13387, Jackson, MS 39236-3387

or

908 Larson Street, Jackson, MS 39202

or

Email to: [brooke@cds1958.com](mailto:brooke@cds1958.com)

Fax: 601-948-3824

Please call Brooke at 601-948-4228 for assistance

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

Contact Name \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( \_\_\_\_\_ ) Fax ( \_\_\_\_\_ ) Email: \_\_\_\_\_





**Deep South Turf Expo  
October 24 – 27, 2022  
Advance Price Order Deadline: October 17th**

Electrical service is not included with the rental of your booth space.

Qty	Description	Price on/before Oct 17th	Price starts on Oct 18th
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**120/110 Volt Service**

___ 500 Watts ( 5 Amps)	\$110.00	\$130.00___
___ 1000 Watts (10 Amps)	\$120.00	\$144.00___
___ 1500 Watts (15 Amps)	\$130.00	\$156.00___
___ 2000 Watts (20 Amps)	\$145.00	\$175.00___

Exhibitors ordering 208V connections must notify the CDS Service Desk when the equipment is set and ready for hookup.

Equipment requiring 208V connections needs to be able to be direct wired or if equipment has a molded plug, the exhibitor must provide the appropriate female receptacle.

**208 Volt – Single Phase Service**

___ 20 Amps	\$151.00	\$193.00___
___ 30 Amps	\$171.00	\$221.00___
___ 40 Amps	\$186.00	\$246.00___
___ 50 Amps	\$211.00	\$271.00___

**208 Volt – Three Phase Service**

___ 20 Amps	\$216.00	\$281.00___
___ 30 Amps	\$246.00	\$321.00___
___ 40 Amps	\$276.00	\$361.00___
___ 50 Amps	\$306.00	\$401.00___

Total cost of all items ordered on this sheet	\$_____
Add 7 % tax	\$_____
Payment Enclosed	\$_____

Prices include delivery, installation, rental & removal.  
All orders are governed by the CDS payment policy as stated in the exhibitor kit.

All electrical connections must be made by the contractor to conform to the electrical code. Wall outlets, post or floor outlets are not part of the booth space. All booths are individually checked during the show to determine actual users of power. Exhibitors found using power where no outlets have been ordered prior to show are subjected to 1 ½ times normal rates for outlets used.

CANCELLATION / REFUND POLICY

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- No refunds will be granted for any services or items canceled during exhibitor move-in or show site.
- No refunds will be granted for any services or items after the show has ended, including items ordered and not

**CREDIT CARD**

\_\_\_ MASTERCARD \_\_\_ VISA \_\_\_ AMEX \_\_\_ DISCOVER

Account # \_\_\_\_\_

Exp. Date \_\_\_/\_\_\_ Zip Code: \_\_\_\_\_

Security Code: \_\_\_\_\_

Address: \_\_\_\_\_

Print Name on Card \_\_\_\_\_

Card Holder Signature \_\_\_\_\_

**There is a 3.5% convenience fee for paying with a credit card. Amount will be automatically charged to your transaction total or you may pay by check.**

**Return order forms with payment to:**

**Convention Display Service, Inc.**

**P. O. Box 13387, Jackson, MS 39236-3387**

or

**908 Larson Street, Jackson, MS 39202**

or

Email to: [brooke@cds1958.com](mailto:brooke@cds1958.com)

Fax: 601-948-3824

Please call Brooke at 601-948-4228

Exhibiting Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

Contact Name \_\_\_\_\_ Title \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

X Authorized Signature \_\_\_\_\_ E-Mail: \_\_\_\_\_



## STANDARD BOOTH CARPET

Show: Deep South Turf Expo  
Order Deadline: October 17, 2022  
Phone Orders Not Accepted

Qty	Description	Price on/before Oct 17	Price on Oct 18
<b>Standard Booth Carpet – 9' Wide</b>			
___ 9' x 10' Standard Carpet		\$ 63.00	\$ 83.00
___ 9' x 20' Standard Carpet		\$126.00	\$166.00
___ 9' x 30' Standard Carpet		\$189.00	\$249.00
Over 30' in length (price per linear foot)			
___ 9' x ___' Standard Carpet		\$ 6.30'	\$ 8.30'
<b>Standard Padding</b>			
___ 9' x 10'		\$ 40.00	\$ 53.00
___ 9' x 20'		\$ 80.00	\$106.00
___ 9' x 30'		\$120.00	\$159.00
Over 30' in length (price per linear foot)			
___ 9 x ___'		\$ 4.00'	\$ 5.30'
<b>Visqueen</b>			
___ linear ft		@ \$1.35 per linear ft.	\$___

\_\_\_ **Gray Mist**

### CANCELLATION / REFUND POLICY

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\*No refunds will be granted for any services or items canceled during exhibitor move-in or on show site.

\*No refunds will be granted for any services or items after the show has ended, including items ordered and not received.

<i>Sub Total</i>	\$___
<i>Add 7 % sales tax</i>	\$___
<i>Payment Enclosed</i>	\$___

CREDIT CARD
<b>CREDIT CARD AUTHORIZATION</b>
___ MASTERCARD ___ VISA ___ AMEX ___ DISCOVER
Account# _____
Exp. Date: ___/___
Security Code: _____ Zip Code _____
Billing Address: _____
Print Name on Card _____
Card Holder Signature _____
There is a 3.5% fee for paying with a credit card. Amount will be automatically charged to your transaction total, or you may pay by check.

### Return order forms with payment to:

Convention Display Service, Inc.  
P. O. Box 13387, Jackson, MS 39236-3387  
or

908 Larson Street, Jackson, MS 39202

or

Email to: [brooke@cds1958.com](mailto:brooke@cds1958.com)

Fax: 601-948-3824

Please contact Brooke at [brooke@cds1958.com](mailto:brooke@cds1958.com) or call

601-948-4228 for assistance

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

Print Contact Name \_\_\_\_\_ Title \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_

x Authorized Signature \_\_\_\_\_



Deep South Turf Expo

**ADVANCE ORDER DEADLINE:**  
October 17, 2022

The cleaning services provided by the Exhibit Hall include only a general sweeping of the aisles. If you wish special services as listed below, please complete this form and mail it with payment to Convention Display Service, Inc.

**CHECK THE SERVICE REQUIRED**  
**All Rates Are Based on Gross Booth Area**

**CLEANING SERVICES**

☐ **VACUUMING OF BOOTH**

**ONCE PRE-SHOW**

Total # of Sq. Ft \_\_\_\_\_ x \$.30 Per Day \$ \_\_\_\_\_

JANITORIAL			
<input type="checkbox"/> <b>EMPTY WASTEBASKETS DAILY</b>	_____ Days @ 18.00 Per Booth Per Day		\$ _____

CREDIT CARD	
<p>__MASTERCARD __VISA __AMEX __DISCOVER</p> <p>Account # _____</p> <p>Exp. Date ____/____</p> <p>Security Code: _____ Zip Code: _____</p> <p>Print Name on Card _____</p> <p>Card Holder Signature _____</p> <p><b>There is a 3.5% fee for paying with a credit card. Amount will be automatically charged to your transaction total, or you may pay by check.</b></p>	<p><b>Return order forms with payment to:</b></p> <p><b>Convention Display Service, Inc.</b></p> <p><b>P. O. Box 13387, Jackson, MS 39236-3387</b></p> <p><b>or</b></p> <p><b>908 Larson Street, Jackson, MS 39202</b></p> <p><b>or</b></p> <p><b>Email to: <a href="mailto:brooke@cds1958.com">brooke@cds1958.com</a></b></p> <p><b>Fax: 601-948-3824</b></p> <p><b>Please call Brooke at 601-948-4228</b></p> <p><b>for assistance</b></p>

Exhibiting Company Name: \_\_\_\_\_ Booth # \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ E-Mail \_\_\_\_\_

Authorized Signature \_\_\_\_\_



PO BOX 13387  
JACKSON, MS 39236  
PHONE (601) 948-4228  
FAX (601) 948-3824



**ADVANCE ORDER DEADLINE: OCTOBER 17, 2022**

**INSTALL & DISMANTLE  
LABOR RATES:**

**\$45.00 per hour per man - straight time  
\$67.50 per hour per man - overtime**

One hour minimum per man. Rates quoted are based on prevailing wage scales and subject to change upon notice.  
All labor before 8:00 AM, after 4:30 PM weekdays, at any time on Saturday, Sunday and Holidays is considered overtime.

PLEASE INDICATE LABOR REQUIRED ACCORDING TO THIS SCHEDULE

	NO. OF MEN	DATE	TIME	APPRX. HRS	AMOUNT DUE
<b>INSTALL</b> <input type="checkbox"/> ST <input type="checkbox"/> OT					
<b>DISMANTLE</b> <input type="checkbox"/> ST <input type="checkbox"/> OT					

☐ **CDS SUPERVISION**

**PROCEED WITH INSTALLATION at the earliest time.** Exhibit will be installed on straight time whenever possible.

☐ Set up instructions are enclosed with order

☐ Set up instructions are with the exhibit

To insure an efficient and proper installation, set up instructions must be provided

☐ **EXHIBITOR SUPERVISION**

**DO NOT PROCEED.**

Exhibitor's representative will come to the Service Desk for labor at \_\_\_\_\_ ☐ AM ☐ PM

No labor will be dispatched directly to the booth.

Exhibitors must come to the service desk to sign out required number of men and return to the service desk upon completion of work to release labor. Starting time other than 8 AM cannot be guaranteed.

**CREDIT CARD AUTHORIZATION**

\_\_\_ MASTERCARD \_\_\_ VISA \_\_\_ AMEX \_\_\_ DISCOVER

Account# \_\_\_\_\_

Exp. Date \_\_\_/\_\_\_/\_\_\_

Security Code: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Print Name on Card \_\_\_\_\_

Card Holder Signature \_\_\_\_\_

There is a 3.5% fee for paying with a credit card. Amount will be automatically charged to your transaction total or you may pay by check.

**Return order forms with payment to:**

**Convention Display Service, Inc.**

**P. O. Box 13387, Jackson, MS 39236-3387**

or

**908 Larson Street, Jackson, MS 39202**

or

Email to: [brooke@cds1958.com](mailto:brooke@cds1958.com)

Fax: 601-948-3824

Please call Brooke at 601-948-4228 for assistance

Exhibiting Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_



**ADVANCE ORDER DEADLINE: October 17, 2022**

**IMPORTANT INFORMATION FOR  
AERIAL SIGN HANGING, RIGGER LABOR AND EQUIPMENT**

- The minimum charge for labor is one hour per crew.
- The minimum charge for a lift is one day.
- Labor and equipment thereafter are charged by the hour per crew and per day for lift and will be determined by actual usage.
- Chain hoists, truss, rigging materials and special equipment must be ordered a minimum of two weeks in advance of show installation at an additional cost to be determined by requirements.
- Supervision for assembly and disassembly can be provided by Convention Display Service (CDS), or by your company representative, display house, independent or lighting contractor.
- For exhibitor supervised installation and dismantle, your representative will make arrangements for the crew at the CDS Service Desk and proceed with installation / dismantle. Upon completion, your representative will return the crew to the CDS Service Desk and approve the work order.
- For unsupervised installation and dismantle, CDS must have detailed assembly and hanging instructions
- All rigging must conform to Show Management rules and regulations and facility limitations
- Lift and crew cancelled within 24 hours of set up shall be charged a one hour cancellation fee per crew and the one day lift expense.
- Additional crew and/or equipment will be used if the facility, Show Management or CDS deems it necessary to safely complete the installation and/or dismantling of a job and will be charged accordingly
- Exhibitor shall hold harmless the facility, Show Management and/or CDS from any claims arising out of or pertaining to the installation and/or dismantling of anything hung from above
- It is the exhibitor's responsibility to make certain all material, process and procedure is properly insured against fire, theft, damage and all hazards while in transit, installation, dismantling, on show site and for the duration of the show. While it is understood that Convention Display Service, Inc. will use its best efforts to protect the exhibitor's property, it is not responsible for loss, theft or damage.



PO BOX 13387  
JACKSON, MS 39236  
PHONE (601) 948-4228  
FAX (601) 948-3824



ADVANCE ORDER DEADLINE: OCTOBER 17, 2022

### AERIAL HANGING AND RIGGING LABOR ORDER FORM

Straight Time: Monday-Friday 8 AM to 4:30 PM  
Overtime: All other times Monday – Friday  
All day on Saturdays & Sundays

Rates Do Not Include Sign Assembly (cost for sign assembly listed below)

#### RIGGING RATES

Crew \$ 234.00 per hour - straight time Lift \$ 272.00 per day  
\$ 351.00 per hour – overtime

**CREWS ASSIGNED WILL CONSIST OF TWO AERIAL RIGGERS, ONE SPOTTER, AND ONE LIFT**

	DATE	TIME	APPRX. HRS	RATE per crew & 1 Lift	TOTAL
<b>SET UP</b> <input type="checkbox"/> ST <input type="checkbox"/> OT					
<b>REMOVAL</b> <input type="checkbox"/> ST <input type="checkbox"/> OT					

☐ **CDS Supervised** Rigging & Hanging (OK for CDS to proceed)  
Hanging instructions must accompany order.

CDS accepts no liability for any work completed without such instructions

☐ **Exhibitor Supervised** (DO NOT PROCEED) -  
Exhibitor will pick up crew at CDS Service Desk

- ☐ Banner ☐ Sign Describe \_\_\_\_\_
- Dimensions/Weight :  
Width \_\_\_\_\_ Length \_\_\_\_\_ Height \_\_\_\_\_  
Weight \_\_\_\_\_
- Total number of items to be hung \_\_\_\_\_
- Number of feet from floor to bottom of sign/banner  
\_\_\_\_\_ feet

PLEASE REFER TO THE ATTACHED SHEET FOR IMPORTANT  
INFORMATION FOR AERIAL HANGING, RIGGER CREW & EQUIPMENT

Do you require sign assembly labor ☐Yes ☐No

Rates: \$54.50 per man per hour straight time  
\$81.75 per man per hour overtime

Installation: Date \_\_\_\_\_ Time \_\_\_\_\_ # Men \_\_\_\_\_  
Appx # of hours \_\_\_\_\_ Total \_\_\_\_\_

Dismantle: Date \_\_\_\_\_ Time \_\_\_\_\_ # Men \_\_\_\_\_  
Appx # of hours \_\_\_\_\_ Total \_\_\_\_\_

**Detailed assembly instructions must accompany  
order**

**Assembly by Exhibitor is permitted**

#### CREDIT CARD

\_\_ MASTERCARD \_\_ VISA \_\_ AMEX \_\_ DISCOVER

Account # \_\_\_\_\_

Exp. Date \_\_/\_\_/\_\_

Security Code: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Print Name on Card \_\_\_\_\_

Card Holder Signature \_\_\_\_\_

**There is a 3.5% fee for paying with a credit card. Amount will be  
automatically charged to your transaction total, or you may pay by**

**Return order forms with payment to:**

Convention Display Service, Inc.

P. O. Box 13387, Jackson, MS 39236-3387

or

908 Larson Street, Jackson, MS 39202

or

Email to: [brooke@cds1958.com](mailto:brooke@cds1958.com)

Fax: 601-948-3824

Please call Brooke at 601-948-4228 for assistance

Company Name: \_\_\_\_\_ Booth # \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail \_\_\_\_\_



**Deep South Turf Expo  
Mississippi Coast Convention Center  
October 24 – 27, 2022**

**SHIPPING AND MATERIAL HANDLING TIPS**

It is the responsibility of the exhibiting company to arrange all shipments to the CDS advance warehouse or the Venue.

Exhibitors should make certain that all material is properly insured against fire, theft, damage, and all hazards while in transit, to and from your booth, and for the duration of the show. While it is understood that Convention Display Service, Inc. will use its best efforts to protect the Exhibitor's property, it is not responsible for loss, theft, or damage.

**WEIGHT AND PIECE COUNT**

Material handling charges are calculated by total weight of each delivery made to receiving dock via LTL Carriers. Consolidate your shipment whenever possible. Separate shipments received by CDS will not be combined. The appropriate charge applies to each shipment that CDS receives. Shipments arriving at the same time from different carriers are considered separate shipments. Please be aware that FedEx and UPS may split shipments resulting in CDS receiving multiple shipments.

BILLED WEIGHT is based on incoming weight, whether the material handling services by Convention Display Service are used completely or in part. The weight is rounded up to the nearest one hundred pounds (100 lbs.) and is taken from the INBOUND BILL OF LADING and/or the Certified Weight Ticket. Shipments arriving without a specified weight on the Bill of Lading will be assigned an approximate weight by Convention Display Service. These weights will prevail.  
THERE IS A 200 lb. MINIMUM CHARGE ON ALL SHIPMENTS OVER 50 lbs.

Shipments received without individual carrier receipts (UPS, FedEx & other small package, or specialized carriers) will be delivered to the booth without guarantee of piece count or condition. No liability will be assumed by CDS for such shipments.

**A Credit Card Must Be on File If Material Handling Services Are Required.**

**ALL SHIPMENTS MUST ARRIVE FREIGHT PREPAID. COLLECT SHIPMENTS WILL BE REFUSED.**

**CDS MATERIAL HANDLING CHARGES DO NOT INCLUDE PAYMENT OF CARRIER CHARGES**

**Outbound shipments**

Outbound shipping is not an automatic process. Outbound Bills of Lading must be completed and turned in to the CDS Service Desk. Do not leave outbound Bills of Lading in your booth. Exhibitors who wish to ship outbound materials via any carrier other than the official show carriers must make the outbound arrangements with their carrier. Should your carrier fail to arrive by the designated time or refuses to pick up your shipment for any reason, CDS reserves the right to re-route shipment via the official show carrier as necessary, at the exhibitor's expense.

NOTE: Any items left on the show floor will either be brought back to the CDS warehouse and additional charges will be incurred or re-routed with CDS designated carrier





## **DEEP SOUTH TURF EXPO**

### **SHIPPING INFORMATION AND INSTRUCTIONS**

Material handling is the process of receiving your materials, either at the advance warehouse, delivering them to your booth, removing the empty containers for storage during the show, returning the empty containers to your booth at the close of the show, delivering your materials back to the dock and loading outbound shipping. Material handling fees are a round trip fee.

#### **ADVANCE SHIPMENTS**

- Advance shipping is the recommended option, as some convention centers, hotels and facilities do not have facilities for receiving or storing freight. Items shipped to the CDS advance warehouse will be stored for 30 days prior to the show and will be delivered to the exhibit hall and your booth by the CDS team.
- The advance warehouse will begin receiving shipments on Monday, September 19, 2022.
- All advance shipments must arrive by Wednesday, October 19, 2022.
- Receiving hours are 8:00 am until 4:00 pm, Monday through Friday. Shipments are not received on weekends or holidays.
- All shipments must be prepaid. Collect shipments will be refused by CDS
- Shipments received without receipts, bills of lading, freight bills or specified unit counts on the receipts, bills of lading or freight bills from carriers will be delivered to the exhibitor's booth without guarantee of piece count or condition. Material handling and additional charges may apply.
- Small packages – Cartons, envelopes, etc. under 50 lbs., received in a SINGLE shipment- will be charged \$30.00 for the first piece and \$12.00 for each additional piece in the same shipment.
- Pricing is based on weight of shipment received. If no weight ticket or inaccurate weight tickets are indicated on the delivery documents presented, CDS reserves the right to estimate, and charges shall be based on the estimates. The estimated weight shall be final and binding if actual scale weight figures are not submitted prior to the close of the show.

#### **ADVANCE SHIPPING STEPS**

- ✓ Remove all old shipping and empty storage labels.
- ✓ Print new advance shipping labels and affix to your items
- ✓ Complete a bill of lading or freight bill showing number of pieces, weight and type and affix to your items.
- ✓ Confirm your target shipping dates, shipping addresses, material handling charges, policies, etc.
- ✓ Order material handling service with CDS
- ✓ Arrange shipping with your carrier
- ✓ Provide your carrier explicit information as to where and when to check in, where to deliver, etc.
- ✓ Delivery and pick up times are often out of range of the "normal" delivery hours, make sure your carrier is committed to meeting your target dates and times.
- ✓ While making advance shipping plans to the show, remember to also plan for the return shipment.
- ✓ Make sure the following pertinent shipping information is given to your company representative who will be at the show site: Carrier name, carrier phone number, items shipped, tracking number of shipment and a weekend contact for the carrier, along with the contact information of the person who scheduled the shipping arrangements





## **DEEP SOUTH TURF EXPO**

### **SHIPPING INFORMATION AND INSTRUCTIONS CONTINUED**

#### **DIRECT TO SITE SHIPMENTS**

- All shipments shipped direct to show site **MUST ARRIVE NO EARLIER THAN TUESDAY, OCTOBER 25, 2022**
- Any shipments arriving prior to October 25th may be refused.
- As an exhibitor, it is your responsibility to instruct your carrier of the proper date for direct to show site deliveries.
- CDS will not be responsible for refused or delayed shipments resulting from attempted deliveries to show site prior to October 25th. Shipments signed for by the facility staff may be turned over to CDS for distribution. If so, exhibitors will be charged a material handling fee accordingly,
- CDS is not responsible for any shipments sent direct to show site, unless otherwise contracted to accept the freight on an exhibitor's behalf. In this event, a credit card must be placed on file and material handling charges will be applied to the credit card.
- Please note that when choosing direct to show site shipping, your items are not guaranteed to be in your booth upon your arrival. Your shipment will arrive to your booth when your carrier arrives and delivers it to your booth, or you retrieve it from the carrier. CDS is not involved in direct to show site shipping in any way, unless contracted.
- If CDS is required by the facility to accept any show site deliveries or a carrier is unable to locate an exhibitor for a signature, CDS will accept the shipments and exhibitors will be charged a material handling fee accordingly. A credit card will need to be placed on file prior to CDS placing the items in an exhibitor's booth.

#### **DIRECT TO SITE SHIPPING STEPS**

- ✓ Remove all old shipping and empty storage labels.
- ✓ Print new advance shipping labels and affix to your items
- ✓ Complete a bill of lading or freight bill showing number of pieces, weight and type and affix to your items.
- ✓ Confirm your target shipping dates, shipping addresses, material handling charges, policies, etc.
- ✓ Order material handling service with CDS
- ✓ Arrange shipping with your carrier
- ✓ Provide your carrier explicit information as to where and when to check in, where to deliver, etc.
- ✓ Delivery times are often out of range of the "normal" delivery hours, make sure your carrier is committed to meeting your target dates and times.
- ✓ Make sure the following pertinent shipping information is given to your company representative who will be at the show site: Carrier name, carrier phone number, items shipped, tracking number of shipment and a weekend contact for the carrier, along with the contact information of the person who scheduled the shipping arrangements



## **DEEP SOUTH TURF EXPO**

### **SHIPPING INFORMATION AND INSTRUCTIONS CONTINUED**

#### **OUTBOUND SHIPPING**

#### **Outbound shipping is not an automatic process. Please read!**

- Remove all old shipping and “empty” labels. If you are unable to remove the inbound labels, mark through the old address with a marker or pen. Be certain each piece is labeled with the NEW DESTINATION ADDRESS.
- It is your responsibility for making certain that your shipments are re-packed, labeled and properly executed shipping documents are tendered to CDS before departing show floor.
- If you have multiple items to be shipped, group the portions together so a stray piece will not be overlooked.
- Consistent with trade show industry practices, there may be a lapse of time between your departure time and the actual pick up of your materials. During this time, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials. If you prefer, you may leave your packed materials in your booth unattended, with the understanding that CDS is not responsible for any lost, stolen or damaged materials.
- A bill of lading, freight bill or air bill is required on ALL outbound shipments, regardless of carrier and is mandatory for CDS to release your materials to your specific carrier at the close of the show.
- After your materials are packed, labeled and ready to be shipped, return the completed bill of lading, material handling, return shipping forms, along with the Credit Card Authorization to the CDS Service Desk. DO NOT LEAVE OUTBOUND BILLS OF LADING IN YOUR BOOTH.
- The preferred show carriers are ABF/ArcBest and FedEx Air. CDS can make outbound arrangements with ABF/ArcBest and FedEx Air only! Exhibitors must provide their account numbers and billing information for CDS to schedule arrangements. CDS is not responsible for carrier charges.
- Exhibitors who wish to ship outbound materials via any carrier other than the official show carriers MUST call them to arrange on-site pick up. Be advised that most carriers will not come the day they are called. Plan ahead!
- If using an alternate carrier, please provide CDS with shipping documents and/or labels as well as the CDS return shipping form for documentation.
- All carriers must at the Mississippi Coast Convention Center for outbound shipment pick up by 7:00 pm on Wednesday, October 26, 2022
- If a carrier fails to arrive by 7:00 pm on Wednesday, October 26, 2022, CDS reserves the right to clear the floor and re-route shipments via one of the show carriers at the exhibitor’s expense. CDS assumes no liability for such removal or re-routing. NO shipments will be left on the show floor.
- Shipments without paperwork turned in to CDS will be forced onto another carrier at Exhibitor’s expense.



## SHIPPING & MATERIAL HANDLING INFORMATION

Deep South Turf Expo  
Mississippi Coast Convention Center  
October 24-27, 2022

Convention Display Service, Inc. is the official drayage/material handling contractor for this event. Please read all information contained in this section carefully so that there will be no last minute confusion regarding your shipment.

### **SHIPPING ADDRESSES**

CDS will receive containerized, non-hazardous, non-perishable materials at the following address 30 days prior to show. Non-containerized shipments, loose materials and local deliveries will be accepted at the show site only.

#### **ADVANCE RECEIVING**

**Exhibiting Company Name**  
**Deep South Turf Expo**  
**c/o CDS at ABF/ArcBest**  
**12297 Shriners Blvd**  
**Biloxi, MS 39532**

**SHIPMENTS WILL BE ACCEPTED AT THE ADVANCE WAREHOUSE BETWEEN MONDAY, SEPTEMBER 19, 2022 AND WEDNESDAY, OCTOBER 19, 2022. It is recommended that shipments arrive no later than October 19, 2022 to ensure timely delivery to show site. Shipments arriving prior to September 19th may incur storage fees.**

*Receiving hours are 8 AM to 4 PM, Monday – Friday. Closed on Saturday and Sunday*

#### **DIRECT TO SITE**

**Exhibiting Firm Name**  
**Deep South Turf Expo**  
**c/o MS Coast Convention Center**  
**2350 Beach Blvd**  
**Biloxi, MS 39531**

### **SHIPMENTS WILL NOT BE ACCEPTED ON-SITE UNTIL TUESDAY, OCTOBER 25, 2022**

CDS will not be responsible for refused or delayed shipments resulting from attempted deliveries to show site prior to this date. Shipments signed for by facility personnel may be turned over to CDS distribution. Exhibitors will be charged accordingly.

**If exhibitors are not on site to receive and sign for delivery or not located by freight delivery drivers, shipments will be signed for by CDS personnel and exhibitors will be charged a drayage fee accordingly. A credit card will need to be supplied to CDS for payment before freight is placed in booth.**

---

**ALL SHIPMENTS MUST ARRIVE FREIGHT PREPAID. COLLECT SHIPMENTS WILL BE REFUSED.  
CDS MATERIAL HANDLING CHARGES DO NOT INCLUDE PREPAID CARRIER CHARGES**

- Shipments received without individual carrier receipts or bills of lading (UPS, FedEx, Airborne, Etc) will be delivered to the booth without guarantee of piece count or condition. No liability will be assumed by CDS for such shipments.
- Exhibitors Should Make Certain That All Material Is Properly Insured Against Fire, Theft, Damage And All Hazards While In Transit, To And From Your Booth, And For The Duration Of The Show. While It Is Understood That Convention Display Service, Inc. Will Use Its Best Efforts To Protect The Exhibitor's Property, It Is Not Responsible For Loss, Theft Or Damage.

**ADVANCE WAREHOUSE SHIPPING LABEL**

Schedule your shipments to arrive at this location between  
Monday, September 19 and Wednesday, October 19

TO: \_\_\_\_\_  
(Your Company Name)



c/o CDS at ABF Freight Systems  
12297 Shriners Blvd.  
Biloxi, MS 39532

BOOTH NUMBER : \_\_\_\_\_

PIECE \_\_\_\_\_ OF \_\_\_\_\_

**ADVANCE WAREHOUSE SHIPPING LABEL**

Schedule your shipments to arrive at this location between  
Monday, September 19 and Wednesday, October 19

TO: \_\_\_\_\_  
(Your Company Name)



c/o CDS at ABF Freight Systems  
12297 Shriners Blvd.  
Biloxi, MS 39532

BOOTH NUMBER : \_\_\_\_\_

PIECE \_\_\_\_\_ OF \_\_\_\_\_

**ADVANCE WAREHOUSE SHIPPING LABEL**

Schedule your shipments to arrive at this location between  
Monday, September 19 and Wednesday, October 19

TO: \_\_\_\_\_  
(Your Company Name)



c/o CDS at ABF Freight Systems  
12297 Shriners Blvd.  
Biloxi, MS 39532

BOOTH NUMBER : \_\_\_\_\_

PIECE \_\_\_\_\_ OF \_\_\_\_\_

**ADVANCE WAREHOUSE SHIPPING LABEL**

Schedule your shipments to arrive at this location between  
Monday, September 19 and Wednesday, October 19

TO: \_\_\_\_\_  
(Your Company Name)



c/o CDS at ABF Freight Systems  
12297 Shriners Blvd.  
Biloxi, MS 39532

BOOTH NUMBER : \_\_\_\_\_

PIECE \_\_\_\_\_ OF \_\_\_\_\_

**DIRECT TO SHOW SITE SHIPPING LABEL**

Any shipments accepted and signed for by CDS employees  
will incur material handling charges

TO: \_\_\_\_\_  
(Your Company Name)



MS Coast Convention Center  
2350 Beach Blvd  
Biloxi, MS 39531

BOOTH NUMBER : \_\_\_\_\_

PIECE \_\_\_\_\_ OF \_\_\_\_\_

**DO NOT ATTEMPT TO DELIVER PRIOR TO  
WEDNESDAY, OCTOBER 27, 2022**

**DIRECT TO SHOW SITE SHIPPING LABEL**

Any shipments accepted and signed for by CDS employees  
will incur material handling charges

TO: \_\_\_\_\_  
(Your Company Name)



MS Coast Convention Center  
2350 Beach Blvd  
Biloxi, MS 39531

BOOTH NUMBER : \_\_\_\_\_

PIECE \_\_\_\_\_ OF \_\_\_\_\_

**DO NOT ATTEMPT TO DELIVER PRIOR TO  
WEDNESDAY, OCTOBER 27, 2022**

**DIRECT TO SHOW SITE SHIPPING LABEL**

Any shipments accepted and signed for by CDS employees  
will incur material handling charges

TO: \_\_\_\_\_  
(Your Company Name)



MS Coast Convention Center  
2350 Beach Blvd  
Biloxi, MS 39531

BOOTH NUMBER : \_\_\_\_\_

PIECE \_\_\_\_\_ OF \_\_\_\_\_

**DO NOT ATTEMPT TO DELIVER PRIOR TO  
WEDNESDAY, OCTOBER 27, 2022**

**DIRECT TO SHOW SITE SHIPPING LABEL**

Any shipments accepted and signed for by CDS employees  
will incur material handling charges

TO: \_\_\_\_\_  
(Your Company Name)



MS Coast Convention Center  
2350 Beach Blvd  
Biloxi, MS 39531

BOOTH NUMBER : \_\_\_\_\_

PIECE \_\_\_\_\_ OF \_\_\_\_\_

**DO NOT ATTEMPT TO DELIVER PRIOR TO  
WEDNESDAY, OCTOBER 27, 2022**



## MATERIAL HANDLING RATE SCHEDULE DEEP SOUTH TURF EXPO

- ALL SHIPMENTS MUST ARRIVE PREPAID. COLLECT SHIPMENTS WILL BE REFUSED.
- RATES DO NOT INCLUDE PAYMENT OF CARRIER CHARGES

## MATERIAL HANDLING FEES

- \$100.00 Minimum Charge 51 lbs. to 200 lbs.
- \$50.00 CWT per hundred weight 201 lbs. and over

- First small package 1 lb. – 50 lbs. \$30.00
- Each additional package in shipment 1 lb. – 50 lbs. \$12.00 each

Shipments received via specialized carriers not falling into the small package category will be subject to CWT rates.

Adjustments will be made accordingly

\$100.00 Minimum Charge - single shipment of 51 lbs. to 200 lbs.

Small Package – Maximum weight per piece, per delivery is 50 lbs.  
First small package is \$30.00 each additional small package in shipment is \$12.00 each

Forklift with driver - PER HOUR IN	\$100.00	\$ _____	Forklift with driver - 1/2 hr. MINIMUM IN	\$60.00	\$ _____
Forklift with driver - PER HOUR OUT	\$100.00	\$ _____	Forklift with driver - 1/2 hr. MINIMUM OUT	\$60.00	\$ _____

**FORKLIFT RATED AT 5,000 LBS WITH 4' FORKS. IF THIS IS NOT ADEQUATE, PLEASE CONTACT CDS TO MAKE SPECIAL ARRANGEMENTS**

**Return order forms with payment to:**

**Convention Display Service, Inc.**

**P. O. Box 13387, Jackson, MS 39236-3387**

**or**

**908 Larson Street, Jackson, MS 39202**

**or**

**Email to:** [brooke@cds1958.com](mailto:brooke@cds1958.com)

**Fax: 601-948-3824**

**Please contact Brooke at [brooke@cds1958.com](mailto:brooke@cds1958.com)  
or 601-948-4228 for assistance**

Print Contact Name: \_\_\_\_\_

Phone (     )                      Fax:                      E-Mail

Signature \_\_\_\_\_



## RETURN SHIPPING FORM

**Deep South Turf Expo  
Mississippi Coast Convention Center**

THIS FORM IS FOR VERIFICATION PURPOSES ONLY AND DOES NOT CONSTITUTE ANY RESPONSIBILITY ON THE PART OF CDS PERSONNEL FOR THE COMPLETION OF YOUR SHIPPING DOCUMENTS.

SHIP TO: COMPANY NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

BILL TO: COMPANY NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

MY SHIPMENT MUST ARRIVE AT THE ABOVE SHIP TO ADDRESS NO LATER THAN: \_\_\_\_\_

Please allow for adequate shipping time when selecting carrier. CDS will expedite shipments to the best of our ability, however CDS is not responsible for delay of rush shipments. FAILURE TO CONFIRM FINANCIAL ARRANGEMENTS FOR CDS MATERIAL HANDLING SERVICES IN ADVANCE MAY RESULT IN SHIPPING DELAYS

PLEASE INDICATE YOUR OUTBOUND SERVICE PROVIDER BELOW:

Exhibiting Firms Are Responsible for Making Sure That Shipments Are Re-Packed, Labeled And That Properly Executed Shipping Documents Are Tendered To Convention Display Service Before Departing The Show Floor. A limited number of Bills of Lading, FedEx Airbills and labels are available at the CDS service desk.

Freight charges will be billed through ABF Freight, FedEx, or your preferred carrier.  
Note: Drayage/Material handling fees will be billed through Convention Display Service.

☐ ABF FREIGHT SYSTEM ABF Billing Address: (required) \_\_\_\_\_

ABF Account # (required) \_\_\_\_\_

☐ FEDEX AIR FedEx Acct. # (required) \_\_\_\_\_

☐ OTHER CARRIER (please name) \_\_\_\_\_

Billing Address: \_\_\_\_\_

EXHIBITORS NOT USING ABF OR FEDEX AIR ARE RESPONSIBLE FOR ARRANGING CARRIER PICK UP

CONVENTION DISPLAY SERVICE DOES NOT CONTACT ANY TRUCKING OR FREIGHT COMPANY OTHER THAN THE SHOW CARRIERS!

CONVENTION DISPLAY SERVICE, INC. DOES NOT PREPAY OUTBOUND CARRIER CHARGES.

A BILL OF LADING MUST BE COMPLETED REGARDLESS OF THE CARRIER USED. CDS WILL NOT RELEASE SHIPMENTS TO ANY CARRIER UNLESS PROPERLY EXECUTED SHIPPING DOCUMENTS HAVE BEEN PRESENTED TO CDS.

ALL CARRIERS MUST BE ON SITE FOR PICK UP BY 7:00 PM ON WEDNESDAY, OCTOBER 26, 2022

CONVENTION DISPLAY SERVICE, INC. RESERVES THE RIGHT TO RE-ROUTE ANY SHIPMENT IF A DESIGNATED CARRIER FAILS TO CHECK IN WITH CDS BY 7:00 Pm on WEDNESDAY, OCTOBER 26, 2022. Convention Display Service, Inc. assumes no liability because of such re-routing or handling. The exhibiting firm will be charged accordingly. Convention Display Service, Inc. is not responsible for shipments left in booth by exhibitor.

**Return To: CONVENTION DISPLAY SERVICE, INC., P. O. Box 13387, JACKSON, MS 39236-3387 or  
908 LARSON STREET, JACKSON, MS 39202 / FAX: 601-948 -3824 - brooke@cds1958.com**

Company Name \_\_\_\_\_ Booth# \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

x Authorized Signature \_\_\_\_\_ E-Mail: \_\_\_\_\_





11/14/2018

**MEMORANDUM:**

**RE: MS Coast Coliseum and Convention Center Fire Code Policy**

Per 2020 event contract amendment, any vehicle inside Convention Center or Exhibit Hall must comply with all International Fire Code regulations for fire safety found in section 314 of IFC 2015. Requirements will be checked at move in 2020. Should a random inspection take place by the State or County Fire Marshall, vendor owned vehicles will be responsible for any and all fines, up to one thousand dollars (\$1,000) per violation, per day. Please review Section 314.4 below and make sure you are compliant next year.

Thank you for your cooperation in keeping safety #1!

**IFC 2015 - SECTION 314.4 - INDOOR DISPLAYS**

314.4 Vehicles. Liquid- or gas-fueled vehicles, boats or other motorcraft shall not be located indoors except as follows:

1. Batteries are **disconnected**.
2. Fuel in fuel tanks does not exceed **one-quarter tank or 5 gallons (19 L)** (whichever is least).
3. Fuel tanks and fill openings are closed and **sealed** to prevent tampering.
4. Vehicles, boats or other motorcraft equipment are not fueled or defueled within the building.

*~MS Coast Coliseum & Convention Center Management*



**DEEP SOUTH TURF EXPO  
MISSISSIPPI COAST CONVENTION CENTER  
BILOXI, MS  
OCTOBER 24 – 27, 2022**

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<h2><b>ADDITIONAL VENDOR SERVICES</b></h2>
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<p><b>ALL ARRANGEMENTS FOR THE FOLLOWING SERVICES MUST BE MADE DIRECTLY BETWEEN THE EXHIBITING FIRM AND THE STATED SUPPLIER</b></p>
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**Installation & termination of services, delivery and pick up of rentals must coincide with exhibitor move in and move out times.**

**FOOD / BEVERAGE SERVICE**

**CONTACT**

**LEVY**

**PHONE 228.594.3741**

LEVY is the exclusive caterer for the MCCC. Absolutely no food, beverage, candy, logo bottled water, etc. to be used as “give aways” are allowed to be brought into the MCCC

**TELEPHONE / INTERNET**

**CONTACT**

**MCCC IT SERVICES**

**Bryan Butler**

**228-594-3737**

**AUDIO VISUAL**

**CONTACT**

**EVENT COORDINATOR**

**228.594.3700**