

# ARCHITECTURAL DIGEST DESIGN SHOW

## SHIPPING NOTIFICATION FORM

**RETURN FORM BY: FEBRUARY 17, 2016**

SHIPMENTS WILL BE RECEIVED AND HANDLED IN ACCORDANCE WITH THE INFORMATION SET FORTH IN THE EXHIBITOR MANUAL.

Booth Name: \_\_\_\_\_ Booth Number: \_\_\_\_\_

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

### DIRECT FREIGHT SHIPMENTS

Shipper/Carrier Name: \_\_\_\_\_ From City/ State \_\_\_\_\_

How will you ship:    Common Carrier     Van Line     Company Truck     Air Freight

Arrival Date: \_\_\_\_\_ Number of Pieces: \_\_\_\_\_ Weight: \_\_\_\_\_

Comments/Special Handling Requirements: \_\_\_\_\_

### Direct to Facility Shipping

No shipments will be received at the Pier before 8:00 AM on Monday, March 14, 2016. Drivers delivering freight must be checked in by 12:00 Noon. Drivers checked in after 12:00 Noon cannot be guaranteed unloading that day. Drivers delivering freight should report to the right (east) side of 12th Avenue between 55th and 52nd Streets.

On-site shipments will be unloaded only between the hours of:  
8:00 AM – 4:00 PM Monday, March 14 (reFRESH)  
8:00 AM – 4:00 PM Tuesday, March 15 (FURNISH)  
8:00 AM – 4:00 PM Wednesday, March 16 (MADE and SHOPS)

**All shipments to Pier 94 must be labeled as follows:**

**Architectural Digest Design Show 2016**

**(Exhibitor Name)**

**Pier 94 – Booth # (Number)**

**711 Twelfth Avenue**

**New York, NY 10019**

Architectural Digest Design Show

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