

All vendors that are Serving Food in their booth MUST complete and return the Vendor Release & Indemnification Agreement, as well as provide a Certificate of Insurance to the Hotel. Any Vendor Cooking / Warming Food in their booth is required to have a Fire Extinguisher. Failure to complete any of these items will prevent you from serving food in your booth.

GENERAL INFORMATION

The booth rental charge includes rental of the 10 x 10 space, an 8' high draped backdrop, 8' high draped side walls, (2) Tables, (6) Chairs, Booth Sign (indicating company name and booth #), and one Trash Can. **Additional Tables and chairs are not included in the exhibit space rental fee.** You can rent them or bring your own. We will be using the drayage and material handling services of Premier Exhibit & Event Services. Please read their information carefully and take special note of the requirements for advance ordering of certain services. **Electricity is NOT included** with the booth rental fee.

DRAYAGE SERVICE/MATERIAL HANDLING/LABOR: Premier Exhibit is the official show drayage and material handling contractor. See forms in this Exhibitor Kit regarding advance shipping. For outbound FedEx / UPS – Bring or arrange to have pre-printed labels to place on each package.

ELECTRICITY: At the Marriott Hotel, Encore is the official electrician. Only the official electrician is authorized to provide electrical service. If you pre-paid for electrical service, it will be distributed to your exhibit during set-up. On-site orders must be done through ENCORE. On-site orders will incur a surcharge to cover extra costs. On-site orders will be honored only after all pre-ordered electrical service has been distributed.

FURNITURE RENTAL: The official show decorator/furniture rental supplier is Premier Exhibit. All pre-ordered booth furnishings will be delivered to your exhibit space during set-up. For on-site order availability, changes, or questions visit the Premier Exhibit Services Booth in the Exhibit Hall.

SAFETY: Show Management reserves the right to prohibit, restrict, or require the alteration or removal of any exhibit which is deemed unsafe, dangerous, or detracts from the general character of the Show. Take the necessary precautions to demonstrate equipment safely. All exhibits must conform to local fire codes and other restrictions.

WIRELESS INTERNET: Wireless internet is provided in the Ballroom exhibit space.

THANK YOU FOR YOUR COOPERATION. OUR BEST WISHES FOR A SUCCESSFUL Buying Summit 2025.

[illegible]

SCHEDULE

EXHIBITOR MOVE-IN	Monday February 24th 2:00pm – 6:00pm
	Tuesday February 25th 6:00am – 8:00am
EXHIBIT HOURS	Tuesday February 25th 8:00am – 5:45pm
	Wednesday February 26th 8:00am – 5:45pm
EXHIBITOR MOVE-OUT	Wednesday, February 26th 5:45pm – 7:45pm

GENERAL INFORMATION

CUSTOMER SERVICE

- Richard Cunningham Email: rich@premiereeservices.com
- Lisa Straffon Email: lisa.straffon@pfgc.com
Fax: (804) 237-0458
- Questions regarding rental items & material handling.
- Please fax your order and credit card information to the above fax number.

EACH BOOTH INCLUDES

- 1– 8' x 2' skirted table
- 1– 6' x 2' skirted table
- 1 – 12" x 18" booth sign
- 1 - Waste Basket
- WiFi - Wireless internet is included
You will be given the login info onsite

Note the Show floor is fully carpeted

SHIPPING

- **DRY, REFRIGERATED, AND FROZEN FREIGHT IS BEING CONSOLIDATED IN MARION, TX. THE HOTEL DOES NOT HAVE STORAGE FOR VENDOR PACKAGES. WE STRONGLY SUGGEST SHIPPING EARLY TO THE ADVANCE WAREHOUSE.**

PAYMENT POLICY FORM

PLEASE COMPLETE AND RETURN TO PREMIER EXHIBIT



PLEASE FAMILIARIZE YOURSELF WITH THIS POLICY BEFORE ORDERING ANY SERVICES!

★★ NO SERVICES WILL BE RENDERED WITHOUT FULL PAYMENT IN ADVANCE



PERFORMANCE FOODSERVICE BUYING SUMMIT MARRIOTT MARQUIS HOUSTON, TX FEBRUARY 24 - 26



THE FOLLOWING TERMS APPLY TO ANY AND ALL SERVICES RENDERED BY PREMIER EXHIBIT & EVENT FOR THE EVENT LISTED ABOVE

• TERMS •

DISCOUNT PRICES only apply to advance orders with payment IN FULL that are received by Deadline Date, after which Standard Rates will be charged.

ALL CHARGES FOR SERVICE AND/OR EQUIPMENT MUST BE PAID IN ADVANCE. On site orders must be paid by either CASH, CHECK, or for your convenience, VISA, MASTERCARD or AMERICAN EXPRESS.

We have read, understand and agree to all terms as described above and have advised our show site representative accordingly.

EXHIBITOR SIGNATURE: _____ PRINT NAME: _____ DATE: _____

PLEASE NOTE: ELECTRICAL ORDER SHOULD BE PLACED THROUGH PINNACLE LIVE.

PAYMENT BY CHECK, PLEASE COMPLETE THE FOLLOWING:

YOUR CHECK NUMBER: _____ DATED: _____ CHECK TOTAL: \$ _____

PAYMENT BY CREDIT CARD, PLEASE COMPLETE THE FOLLOWING:

CHARGE (CHECK ONE) ☐ MasterCard ☐ Visa ☐ American Express

EXPIRATION DATE

ACCOUNT NUMBER:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

CVC 3 (or) 4 DIGIT CODE

--	--	--	--

MONTH YEAR

SIGNATURE: _____

PLEASE PRINT CLEARLY: Cardholders Name: _____

Cardholders Billing Address: _____

Your Company: _____ Phone: _____ Fax: _____

Address: _____ Email: _____
Street City State Zip

**Premier Exhibit
& Event Services**
A Red Carpet Experience Every Time



premierEEServices.com

P.O. Box 9986
Richmond, Virginia 23228
Phone (804) 519-3309
Fax (804) 237-0458
info@premierEEServices.com

RENTAL ORDER FORM



ALL ORDERS MUST BE PAID FOR IN ADVANCE
PLEASE COMPLETE THE ENCLOSED PAYMENT POLICY
FORM AND RETURN WITH YOUR ORDER !!

Orders must be received by **FEBRUARY 14, 2025**
in order to receive the advance price.



Rental of booth furnishings listed below are for use during the show and include delivery and removal from the booth.

SEATING

Qty.		Advance Price	Show Price	Amount
	Upholstered Chair	\$99.00	\$135.00	
	Molded Plastic Folding Chair	\$35.00	\$49.00	
	Bar Stool	\$35.00	\$49.00	
	Upholstered High Back Stool	\$125.00	\$160.00	
	Office Chair	\$199.00	\$225.00	

ACCESSORIES

	Waste Basket with Liner	\$28.00	\$31.00	
	Floor Easel	\$50.00	\$75.00	
	Bag Rack	\$99.00	\$135.00	
	Literature Rack	\$89.00	\$125.00	
	22"x 28" Chrome Sign Holder	\$119.00	\$139.00	

TABLE TOP RISERS & DRAPING

	6'x 1'x 12" Riser / Draped	\$90.00	\$102.00	
	8'x 1'x 12" Riser / Draped	\$99.00	\$120.00	

TABLE WITH SKIRT

Qty.		Advance Price	Show Price	Amount
	4'x 2' Standard 30" High	\$160.00	\$200.00	
	6'x 2' Standard 30" High	\$180.00	\$208.00	
	8'x 2' Standard 30" High	\$190.00	\$240.00	
	4'x 2' Raised 42" High	\$162.00	\$190.00	
	6'x 2' Raised 42" High	\$195.00	\$225.00	
	8'x 2' Raised 42" High	\$205.00	\$250.00	

Skirted tables include vinyl top & pleated skirt on three sides.

Drape Colors

☐ White ☐ Blue ☐ Black ☐ Red

FOURTH SIDE TABLE SKIRT

	30" High Table	\$25.00	\$35.00	
	42" High Table	\$35.00	\$45.00	

ROUND TABLES & LINENS

	3' Round Table (30" High)	\$170.00	\$204.00	
	5' Round Table	\$225.00	\$249.00	
	36"R Pedestal Table (42" H)	\$195.00	\$240.00	

PLEASE RETURN ONE COPY TO PREMIER EXHIBIT & EVENT SERVICES AND RETAIN A COPY FOR YOUR FILES.

CANCELLATION POLICY:

Items cancelled after move-in begins
will be charged at 50% of original price.

TOTAL YOUR ORDER HERE

Sub-Total \$
..... \$
TOTAL DUE \$

Please print or type below:

Your Company

Address

Telephone No.

Email

Title

Authorized By (Print Name) Signature

Name of Event **PERFORMANCE FOODSERVICE BUYING SUMMIT**

MARRIOTT MARQUIS

FEBRUARY 24 - 26, 2025

Easy Ordering

As the exclusive Technology Provider of The Marriott Marquis, Encore is committed to making your experience as easy and stress-free as possible.



Self-service option available through our online store – EventNow

Step 1

Visit [EventNow](#)

Step 2

Browse our technology catalog

Step 3

Select from a list of available products/product packages and service packages, then check out.*

- EventNow is only available more than two days prior to event load in. If ordering within two days, contact your onsite team

Once your order is completed, a confirmation email will be sent with all your order details and a dedicated professional will still be on-hand to answer any questions regarding your order.



offers a range of solutions for any exhibitor:

As the exclusive Technology Provider of The Marriott Marquis, Encore is committed to making your experience as easy and stress-free as possible.

- Large and small format HD monitors (40" monitors and above include floor stands)
- PC Based Laptops
- Various Audio Packages
- Wireless Presentation Controls
- HDMI Cables, Distribution Amplifiers, and Adapters
- Power Strips, Extension Cords, and Charging Station
- LED Lighting
- Flipchart Packages
- Power and Internet Connectivity Packages

NEED RIGGING

If so, please fill out rigging request, <https://www.encore-global.com/rigging-request/>

Encore representative will be in touch with you.

We make it easy



Easy ordering options



Confirmation email is sent with your order details



We regularly maintain and service all equipment



Encore delivers, installs, and tests equipment.



After the show, Encore picks up your rental equipment.



Need assistance or products solutions not offered in EventNow?

Email your on-site contact directly:

Tracy Love

tracy.love@encoreglobal.com

Food Product Price & Exhibit Information Sheet
For Food Product ONLY

**The following packet is intended for those in affiliation with
PFS February Buying Summit**

All attached forms must be returned to Kenesha.Williams@marriott.com by: January 21st, 2025

Regulations

- ❖ Marriott will only allow preapproved and authorized vendors to utilize equipment.
 - Please see equipment form for requests and inform Kenesha Williams if use of kitchen facility is needed.
- ❖ All kitchen questions/concerns should be filtered through Kenesha Williams and the hotel executive Chef.
- ❖ Hot Plates/Fryers are not allowed on property. If you have a menu item/recipe that requires this equipment, please reach out directly to Kenesha Williams. Fire extinguisher will be required and provide by vendor.
- ❖ Vendors utilizing equipment in their booth must provide a Certificate of Insurance prior to onsite arrival.
- ❖ All vendors providing/serving food must fill out the indemnification form (see final page).

***** Note: Per Fire Marshall, no open flame or propane gas cooking devices allowed in Exhibits or Ballrooms*****

Accelerate Vendor Food Product Shipment Information

Please provide a list of what food items you will be shipping to the hotel, PFS February Buying Summit along with the quantity shipped.

This form is only for food items.

****Packages to be labeled with the Company name, PFS February Buying Summit & Date of your rotation**

****Attn: Your name and Kenesha Williams**

Packages may not arrive earlier than 3 days before scheduled consumption/ day of exhibit.

COMPANY NAME: _____ **BOOTH#:** _____

COMPANY CONTACT:_____

CONTACT PHONE: _____

Item Description	QTY
Total Number of Items/Boxes	

Please note:

- *Food product shipped should be provided in commercial sized containers/packaging and quantities. Please ensure you have your company name and booth number on the item description page.*
- *Equipment used to deliver product will be disposable and charged back to the Exhibitors based on quantities needed to deliver product to the booth.*
- *If you need freezer/ refrigerator storage space, please selection that option on the equipment rental form below*

By signing you agree that you have read and understand the above notes

X

Please fill out and return to Kenesha.Williams@marriott.com by: January 21st, 2025

PFS February Buying Summit Accelerate Vendor Equipment Order Form

COMPANY NAME: _____

Contact Name: _____

Company: _____

Address: _____

City, State, Zip: _____

Telephone: _____ Fax: _____

Email: _____

Date Equipment (s) Needed: _____

Time Equipment (s) Needed: _____

Item Description	Item #	QTY	Price	Total
Convection Oven *Limited Inventory*	W-1		\$250.00	
Reserved Freezer Storage Space (18" L x 24" W x 21" H) *Limited Space*	W-2		\$75.00	
Reserved Refrigerator Storage Space (18" L x 24" W x 10" H) *Limited Space*	W-3		\$75.00	
Hot Boxes *Limited Inventory*	W-4		\$250.00	
Heat Lamp *Advance Order* *Limited Inventory*	W-5		\$135.00	
Cutting Board	W-7		\$60.00	
Bucket of Ice	W-9		\$50/per tub	
Assistance with one-way transport of equipment to Exhibit Hall (less than 50 pounds) For Display item (if Applicable)			\$75.00	
Prepare/ Cook items (ex. Fry fries, cook pasta, slice lunch meat)			\$220.00/ per case	
Grand Total Due				

Please note:

- ❖ No Knives will be available to rent or loan
- ❖ No serving platter or utensils will be provided
- ❖ If items are not returned as originally rented, exhibitor will pay full retail price for the item to the Marriott Marquis
- ❖ If an item is needed that is not on the list below – please ask. Charges will incur.
- ❖ All Prices are subject to Taxable 25% Service Charge and 8.25% Sales Tax

Important: Once order is submitted, credit card authorization form and invoice will be sent over via a secure credit card link to process payment.

By signing you agree that you have read and understand the above notes:

X _____

Please fill out and return to Kenesha.Williams@marriott.com by: January 21st, 2025

**EMERGENCY OR TEMPORARY-ONE TIME
VENDOR'S RELEASE AND INDEMNIFICATION**

_____ (the "Vendor") has been requested to perform the following services _____
(the "Services") at the Marriott Marquis Houston (the "Hotel") on _____, 2024.

In consideration of being allowed to perform the Services, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Vendor intending to be legally bound, hereby agree to:

1. Release and forever discharge Marriott International, Inc. ("Marriott"), the Hotel, the Hotel owner, and each of their parent companies, subsidiaries and affiliates, and all of their respective officers, directors, shareholders, agents, employees, successors and assigns (collectively, the "Marriott Parties") from any and all actions, costs, suits, demands, claims, damages, losses and liabilities of any type or kind whatsoever in any way arising from, or connected with, or related to the performance of the Services by the Vendor including, but not limited to, damage to property, loss of property, bodily injury, and loss of life, except to the extent arising from the sole negligence or willful misconduct of the Hotel.

2. Indemnify and defend the Marriott Parties against any and all actions, costs, suits, demands, claims, damages, losses and liabilities of any type or kind whatsoever in any way arising from, or connected with, or related to the performance of the Services by the Vendor including, but not limited to, reasonable attorney's fees, damage to property, loss of property, bodily injury, and loss of life, except to the extent arising from the sole gross negligence or willful misconduct of the Hotel.

3. Represent and warrant that it carries comprehensive general liability insurance, including contractual liability for bodily injury or property damage with a combined single limit of no less than \$ _____ **million [amount per Marriott Risk Management Guidelines.]** each occurrence covering themselves, their agents, contractors, vendors and invitees and their activities on the premises including but not limited to the activity described above and workers' compensation coverage on all of the Vendor's employees. The general liability insurance shall name Marriott, the Hotel, and the Hotel owner as additional insureds. All coverages shall be primary and non-contributory to any other insurance Marriott, the Hotel, and the Hotel owner may carry, shall contain a waiver of subrogation in favor of said entities, and proof of such insurance shall be provided to the Hotel.

4. Vendor shall provide a certificate of insurance (and, if requested by Hotel, original copies of the above policies) evidencing the required insurance and additional insured endorsement to the General Manager of the Hotel.

Date: _____, 2024

VENDOR:

By: _____

Name: _____

Title: _____



P.O. Box 9986
Richmond, Virginia 23228
Phone (804) 519-3309
Fax (804) 237-0458

info@premierEEvents.com



DRAYAGE SERVICE ORDER FORM



If you are shipping in freight for the event, this form must be completed and mailed or faxed to the address above.

SHIPMENTS MUST BE PREPAID - COLLECT SHIPMENTS WILL NOT BE ACCEPTED

(DRY) ADVANCE SHIPMENT TO WAREHOUSE:

Shipments of common freight and crated materials received at the warehouse, stored up to 30 days prior to the show. Delivered to your booth at show site, removal and return of empty crates/cartons. This also includes removal of material from the booth and loading on outbound carrier at the facility loading dock.

ALL WEIGHTS WILL BE ROUNDED TO THE NEXT HIGHER HUNDRED WEIGHT (CWT)

RATES: \$168.00 PER CWT (100 lbs.) per shipment. (minimum 200 lbs)
Small Box Rate \$60.00 per box (Must be less than 30 lbs)

Advance Shipments will be received

between FEBRUARY 17 - 21, 2025

Advance Warehouse Receiving Hours: Monday - Friday, 8:00am - 3:00pm

(REFRIGERATED OR FROZEN) ADVANCE SHIPMENT TO WAREHOUSE:

Shipments of Refrigerated or Frozen product received at the warehouse, stored at the proper temperature prior to the show. Delivered to your booth, removal and return of empty crates/cartons. This also includes removal of material from the booth and loading on outbound carrier at the facility loading dock.

ALL WEIGHTS WILL BE ROUNDED TO THE NEXT HIGHER HUNDRED WEIGHT (CWT)

RATES: \$210.00 PER CWT (100 lbs.) per shipment.
Small Box Rate \$75.00 per box (Must be less than 30 lbs)

Advance Shipments will be received

between FEBRUARY 17 - 21, 2025

Advance Warehouse Receiving Hours: Monday - Friday, 8:00am - 3:00pm

NOTE: Billed weight is based on incoming weight only. The weight 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 **Premier Exhibit**. This weight estimate will prevail. There will be a handling charge of 25% for uncrated displays, machinery.

EXHIBITOR MUST MARK AND CONSIGN ALL SHIPMENTS AS FOLLOWS:

ADVANCE SHIPMENTS

Your Company Name
CONVENTION HANDLING SERVICES
100 E SCHULZ STREET
MARION, TX 78124

DIRECT SHIPMENTS

NO DIRECT SHIPMENTS

WE HAVE BEEN NOTIFIED THAT
THE MARRIOTT MARQUIS DOES
NOT HAVE SPACE TO STORE
SHIPMENTS PRIOR TO THE SHOW

SPECIAL SERVICES: (CIRCLE NUMBER TO ORDER THAT SERVICE)

- Return to warehouse for storage, shipment by designated carrier, customer pickup, or Pilot outbound
Rate \$50.00 per CWT - Minimum charge \$125.00 → Please list carrier that will be picking up: _____
- Truck and driver rates for special pickup and deliver/late warehouse deliveries
Parcel Van \$65.00 per hour S.T., \$80.00 per hour O.T. plus .90 per mile.
22' straight truck with lift gate \$85.00 per hour S.T., \$102.00 per hour O.T. plus \$1.35 per mile.
Tractor & Trailer \$110.00 per hour S.T., \$120.00 per hour O.T. plus \$1.75 per mile.
(*PLEASE NOTE: Standard Time rates apply - M-F(8:30a.m-4:30p.m.); Overtime rates apply - M-F(before 8:30a.m. or after 4:30p.m. and Holidays)
- Banding is charged as labor (1 hour minimum) See Labor Order Form for rates.
- Shrinkwrap is \$55.00 per pallet.

Your Company _____

Street Address _____

City _____ State _____

Authorized By (Print name) _____

Weight _____ No. of pieces _____

(# of CWT's) x \$ _____ (Rate)

ALL ORDERS MUST BE PAID FOR IN ADVANCE PLEASE COMPLETE
THE PAYMENT POLICY FORM AND RETURN WITH YOUR ORDER

Telephone No. _____

Fax No. _____

Zip _____

Signature _____

Estimated Arrival _____

TOTAL AMOUNT DUE FOR DRAYAGE: \$ _____

TOTAL AMOUNT SPECIAL SERVICES: \$ _____

GRAND TOTAL DUE THIS ORDER: \$ _____

Name of Event PERFORMANCE FOODSERVICE BUYING SUMMIT
MARRIOTT MARQUIS HOUSTON, TX
FEBRUARY 24 - 26, 2025

LIMITATIONS OF PREMIER EXHIBIT LIABILITY & RESPONSIBILITY

- A. Premier shall not be responsible for damage to uncrated materials, materials improperly packed, or concealed damage.
- B. Premier shall not be responsible for loss, theft, or disappearance of materials after delivery to exhibitors booth.
- C. Premier shall not be responsible for loss, theft, or disappearance before materials are picked up from the exhibitors booth for reloading after the show. Bills of lading covering outgoing shipments which are furnished to Premier by exhibitors, will be checked at time of actual pickup from booth and corrections made where discrepancies occur.
- D. Premier shall not be responsible for any loss, damage, or delay due to fire, Acts of God, strikes, lockouts or work stoppages of any kind, or to any causes beyond its control.
- E. Premier liability shall be limited to the physical loss or damage to the specific article which is lost or damaged, and in any event Premier maximum liability shall be limited to \$0.30 per pound per article, with a maximum liability of \$50.00 per item and \$1,000.00 per shipment.
- F. Premier shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profit or revenues, or for any collateral cost, which may result from any loss or damage to an exhibitors material which may make it impossible or impractical to exhibit same.
- G. **COLLECT SHIPMENTS WILL NOT BE ACCEPTED.**
All outbound shipping charges are guaranteed by the Exhibitor.
- H. **All shipping charges are the responsibility of the exhibitor.**
- I. **NOTE:** Shipments left in booth for which no disposition is provided, or if requested carrier fails to pick up shipment by move out time or refuses to accept shipment, Premier reserves the right to re-route such shipments or return materials to our warehouse. Exhibitor will be charged accordingly for this service. Premier will not be responsible for any additional charges caused by this re-routing. There are no facilities at the Convention Center to facilitate the storage of exhibitor materials.
- J. Labor and service ordered on behalf of exhibitors by display builders or other parties should be so authorized in a letter from exhibitors. Payment for all labor and service will be the responsibility of the exhibitor.

SHIPPING INSTRUCTIONS AND DRAYAGE INFORMATION

SERVICE A - ADVANCE SHIPMENT TO WAREHOUSE

Common carrier shipment consigned to advance warehouse should arrive between **February 17 - 21**. Shipments will be charged an additional delivery fee if after **February 21** and may miss the show. The exhibit materials are delivered to your booth prior to installation time or during installation time upon show schedule. Empty crates and cartons are removed and stored for the duration of the event and returned at the show closing. Exhibit materials are then picked up at your booth and shipped directly from the show loading dock.

NOTE: Plan A does not apply to un-containerized exhibit materials such as, but not limited to, displays, models, machinery, etc...

***ALL SHIPMENTS MUST BE PREPAID!!! COLLECT SHIPMENTS WILL NOT BE ACCEPTED!!
UNSKIDDED OR UNCRATED MATERIALS WILL NOT BE ACCEPTED AT THE WAREHOUSE!***

***THE CONVENTION CENTER, IN MOST INSTANCES, HAS NO FACILITIES
FOR RECEIVING OR STORING MATERIALS.***

Materials to arrive prior to set-up days must be shipped to Premier (Service A). Failure to do so may result in the return of goods to the shipper or the payment of re-consignment charges.

SERVICE B - EXHIBIT SITE MATERIAL HANDLING

Shipments to exhibit site will only be accepted during the designated show set-up hours. Materials are received and placed in booth, not positioned in any certain order. (*Please see Labor Form*). Empty crates and cartons are removed, placed in storage and returned at the close of the event. Materials are picked up and shipped directly from the loading dock, VIA our common carrier. Other arrangements may be made to ship VIA any other freight carrier.

WHEN USING SERVICE A and/or SERVICE B:

Any shipment returned to the Premier warehouse at the close of the show for re-shipping, storage or for designated carrier pick-up will be at an additional charge. See Drayage Service and Material Handling Order Form for return to warehouse rates.

***CORRECT WEIGHTS SHOULD BE PROVIDED OTHERWISE RECEIVERS ESTIMATED
WEIGHTS MUST PREVAIL.***

Certified weights may be requested on shipments containing pieces, weighing over 1000 lbs., received at warehouse or show site, and on shipments of machinery or uncrated materials received at show site. Weights of crated and uncrated materials or machinery should be listed separately on freight bills, otherwise the uncrated materials rate will apply to entire shipment.

ALL SHIPMENTS SHOULD BE INSURED BY THE EXHIBITOR,

from the time it leaves his firm until its return from the show. Shipments received without receipts or freight bill will be delivered to the booth without guarantee of piece count or condition. No liability will be assumed for such shipments.

AT THE CLOSE OF THE EVENT EACH EXHIBITOR WILL BE EXPECTED TO LABEL THEIR OWN FREIGHT.

Completed bill of lading must be made for each shipment, signed, and returned to the Premier service desk. Shipments being handled by UPS, Federal Express, and air freight companies, inbound and outbound, must have shipping arrangements made in advance. Premier can not make these arrangements.

The consignment or delivery of a shipment to PREMIER by an exhibitor, or by any shipper to, or on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or shipper) of the terms and conditions set forth in this bulletin.

AIR FREIGHT SHIPMENT arrangements should be made for the shipments to be picked up at the event site. If Premier is requested to return freight to our facility for pick-up by an air freight carrier, that carrier must have proper documents to prove that carrier is acting as an agent for designated company and is authorized to pick-up the shipment. If in the event the designated air freight carrier walks off for any reason and leaves any freight, Premier reserves the right to reassign shipments to another air freight company.

PREMIER RESERVES THE RIGHT TO ROUTE ALL LTL. COMMON CARRIER SHIPMENTS FROM SHOW SITE. If special carriers are desired the material will be returned to our warehouse for shipment, extra charges will be made for this service (Please see Rate Sheet).

EQUIPMENT OF THE SIZE OR NATURE MAKING IT IMPOSSIBLE TO EFFECT DELIVERY TO BOOTH location will be moved as far as practical thereafter becoming the exhibitors responsibility.

AFTER MATERIALS ARE PLACED AT THE EXHIBIT SPACE, PREMIER WILL NOT BE RESPONSIBLE for the condition, count or contents until such time as the actual pick-up of the materials at the exhibit space after the close of the event. This applies even though the exhibitor is not present when the goods are delivered or picked up. All orders received by Premier prior to the removal of materials are subject to final count and correction made at the time of actual removal.

THE HANDLING OF LOOSE EXHIBIT MATERIAL, INADEQUATELY PACKED, OR UNSKIDDED MATERIALS will be done at the exhibitors risk. Premier is not responsible for damages to such materials or for concealed damages of materials arriving or departing in crates, cases, cartons or packages.

ALL SERVICES CONTINGENT ON STRIKES OR ANY CONDITIONS BEYOND OUR CONTROL.
All rates as quoted are based upon prevailing rates and are subject to change without notice.

MATERIALS NOT REMOVED FROM THE EXHIBIT AREA UPON CLOSE OF THE SHOW will be removed to a warehouse by the contractor. Items placed in warehouse will be at an additional charge to the exhibitor. After 30 days, items may be discarded.

ALL PAYMENTS FOR DRAYAGE AND MATERIAL HANDLING SERVICES MUST BE MADE IN ADVANCE.
If the exhibitor is uncertain of how to figure charges, please call. If weights are unknown a completed credit card form must be forwarded for drayage and material handling services.

PREMIER RESERVES THE RIGHT TO WITHHOLD THE PERFORMANCE OF ANY PART OF THIS SERVICE OR OTHER SERVICES IF PROPER ARRANGEMENTS FOR PAYMENT ARE NOT MADE PRIOR TO SHOW OPENING.

ADVANCE WAREHOUSE

SHIP TO: CONVENTION HANDLING SERVICES

100 E Schulz Street

Marion, TX 78124

DRY SHIPMENT

2025 PERFORMANCE FOODSERVICE BUYING SUMMIT

Advance Warehouse Receiving Hours: Monday - Friday, 8:00am - 3:00pm

EXHIBITING COMPANY NAME: _____

BOOTH #: _____

MUST BE RECEIVED BETWEEN:

MONDAY, FEBRUARY 17, 2025 - FRIDAY, FEBRUARY 21, 2025

Please make sure that each piece shipped contains a label for proper receiving & placement within your booth
Duplicates are acceptable, if needed

ADVANCE WAREHOUSE

SHIP TO: CONVENTION HANDLING SERVICES

100 E Schulz Street

Marion, TX 78124

DRY SHIPMENT

2025 PERFORMANCE FOODSERVICE BUYING SUMMIT

Advance Warehouse Receiving Hours: Monday - Friday, 8:00am - 3:00pm

EXHIBITING COMPANY NAME: _____

BOOTH #: _____

MUST BE RECEIVED BETWEEN:

MONDAY, FEBRUARY 17, 2025 - FRIDAY, FEBRUARY 21, 2025

ADVANCE WAREHOUSE

SHIP TO: CONVENTION HANDLING SERVICES

100 E Schulz Street

REFRIGERATED SHIPMENT Marion, TX 78124

2025 PERFORMANCE FOODSERVICE BUYING SUMMIT

Advance Warehouse Receiving Hours: Monday - Friday, 8:00am - 3:00pm

EXHIBITING COMPANY NAME: _____

BOOTH #: _____

MUST BE RECEIVED BETWEEN:

MONDAY, FEBRUARY 17, 2025 - FRIDAY, FEBRUARY 21, 2025

Please make sure that each piece shipped contains a label for proper receiving & placement within your booth
Duplicates are acceptable, if needed

ADVANCE WAREHOUSE

SHIP TO: CONVENTION HANDLING SERVICES

100 E Schulz Street

REFRIGERATED SHIPMENT Marion, TX 78124

2025 PERFORMANCE FOODSERVICE BUYING SUMMIT

Advance Warehouse Receiving Hours: Monday - Friday, 8:00am - 3:00pm

EXHIBITING COMPANY NAME: _____

BOOTH #: _____

MUST BE RECEIVED BETWEEN:

MONDAY, FEBRUARY 17, 2025 - FRIDAY, FEBRUARY 21, 2025

ADVANCE WAREHOUSE

SHIP TO: CONVENTION HANDLING SERVICES

100 E Schulz Street

Marion, TX 78124

FROZEN SHIPMENT

2025 PERFORMANCE FOODSERVICE BUYING SUMMIT

Advance Warehouse Receiving Hours: Monday - Friday, 8:00am - 3:00pm

EXHIBITING COMPANY NAME: _____

BOOTH #: _____

MUST BE RECEIVED BETWEEN:

MONDAY, FEBRUARY 17, 2025 - FRIDAY, FEBRUARY 21, 2025

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ADVANCE WAREHOUSE

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100 E Schulz Street

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BOOTH #: _____

MUST BE RECEIVED BETWEEN:

MONDAY, FEBRUARY 17, 2025 - FRIDAY, FEBRUARY 21, 2025



P.O. Box 9986
Richmond, VA 23228
Phone (804) 519-3309
Fax (804) 237-0458

info@premierEservices.com

BOOTH CLEANING ORDER FORM



ALL ORDERS MUST BE PAID FOR IN ADVANCE
PLEASE COMPLETE THE ENCLOSED PAYMENT POLICY
FORM AND RETURN WITH YOUR ORDER



CLEANING OF YOUR BOOTH SPACE IS NOT INCLUDED, IF YOU REQUIRE CLEANING, THIS FORM MUST BE COMPLETED !!

Booth cleaning service will consist of vacuuming/sweeping of booths and the emptying of waste baskets (Only those furnished by Premier Exhibit) before the initial opening of the event and/or daily there after.

☐ DAILY - Before initial opening of event and daily there after

☐ ONCE - Before initial opening of event ONLY

Please compute cost below:

ADVANCE PRICE \$.56 PER SQUARE FOOT

SHOW PRICE \$.69 PER SQUARE FOOT

NOTE: MINIMUM 100 SQUARE FEET PER DAY

_____ SQ.FT. x \$ _____ PER SQ.FT. DAILY = _____ /COST PER DAY x _____ # OF DAYS = \$ _____
TOTAL AMOUNT DUE

Please return one copy to Premier Exhibit & Event Services and retain a copy for your files

Please print or type below:

Your Company _____

Address _____

City _____ State _____ Zip _____ Telephone # _____

Authorized By (Print Name) _____ Fax # _____

Signature _____ Title _____

Name of Event **PERFORMANCE FOODSERVICE BUYING SUMMIT 2025**

**MARRIOTT MARQUIS
HOUSTON, TX
FEBRUARY 24 - 26, 2025**