

FORKLIFT SERVICES AND SHOW SITE SHIPPING With Fern Expo Services

Forklift Services

Exhibitors requiring forklift services should make arrangements with Fern prior to move in. Details:

- Forklift and operators are available to assist you with setup, spotting of machinery and un-skidding once it has been delivered to your booth. Do not order forklifts to unload your freight carrier. Please see the material handling forms included in this kit.
- If a crane or special lift is needed, please call Fern customer service for availability and quote
- Payment is due and payable when services are rendered
- The exhibitor is responsible to check-in with the Fern service desk when the forklift is needed
- **Check in at the Fern service desk on show site when you are ready for your Forklift. All Forklift orders are assigned on a first come first serve basis.**

Show Site Shipping Services

Shipping arrangements can be made with Fern Expo. Two options:

- Advanced shipping - Fern Expo will store and deliver your exhibit materials to the U.S. Bank Stadium for a charge. Receiving dates: January 2nd through January 20th.
- Direct to show site shipping - to be received by Fern Expo at show site for a charge. Receiving dates January 28 through January 30.
- You must have a credit card on file and make arrangements in advance.