

# INBOUND MATERIAL HANDLING ORDER FORM



**FB INTERNATIONAL, INC**  
 116 Lehigh Drive, Fairfield, NJ 07004  
 TEL:+1(201)337-1985  
 EMAIL: customerservice@fbinternational.net

**FUNCTIONAL FABRIC FAIR**  
 POWERED BY **PERFORMANCE DAYS**  
 MUNICH | NEW YORK | PORTLAND

**Oregon Convetion Center**  
 777 NE Martin Luther King Jr Blvd.  
 Oregon, OR 9723  
**April 8-9, 2026**

COMPANY \_\_\_\_\_

PHONE # \_\_\_\_\_

BOOTH # \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

**Exhibitors are NOT allowed to use any equipment to move their material into the show, i.e. dolly or pallet jack. Material needs to be dropped off at the loading dock. Hand carry material may be brought into the show.**

**ADVANCE SHIPPING DEADLINE: February 9 - February 27, 2026**

All inbound shipments must be scheduled and prepaid by emailing a completed inbound material handling and payment forms to customerservice@fbinternational.net

## ADVANCE SHIPMENT TO FB INTERNATIONAL WAREHOUSE

Rates include material unloaded at warehouse, storage prior to the opening of the show, delivery to exhibitor's booth, removal to the loading dock at the end of show and reloading onto outbound carriers. Rate also includes pick-up, storage and return of empty crates and cartons.

	<u>Advance Rate</u> (200lbs minimum)	<u>Regular Rate</u> (200lbs minimum)
<b>Crated Material</b>	<b>\$165.00 per 100 lbs.</b>	<b>\$201.00 per 100 lbs</b>
<b>Uncrated Material</b>	<b>\$189.00 per 100 lbs.</b>	<b>\$229.00 per 100 lbs</b>

Warehouse hours: 8:00am- 4:00pm, Lunch 1:00pm-2:00pm, Mon.- Fri.

## DIRECT SHIPMENT TO SHOW SITE

Rate include material unloaded at show site, delivery to exhibitor's booth, removal to the loading dock at the end of show and reloading onto outbound carriers. Rate also includes pick-up, storage and return of empty crates and cartons.

	<u>Straight Time Rate</u> (200lbs minimum)	<u>Overtime Rate</u> (200lbs minimum)
<b>Crated Material</b>	<b>\$135.00 per 100 lbs</b>	<b>\$166.00 per 100 lbs.</b>
<b>Uncrated Material</b>	<b>\$148.00 per 100 lbs</b>	<b>\$183.00 per 100 lbs.</b>

Note:Overtime (OT) is prior to 8:00am&after 4:30 pm Mon-Fri, all day Sat & Sun

## SMALL PACKAGES TO FB WAREHOUSE OR SHOW SITE

Material received without documentation to our warehouse will be delivered without guarantee of piece count or condition. Maximum weight is 50lbs. per carton up to a total of 200lbs, per delivery.

<b>Small Package, 1st Carton</b>	<b>\$62.00</b>
<b>Small Package, Each Additional Carton</b>	<b>\$43.00</b>

## IMPORTANT INFORMATION

- \* FB International Payment Policy and Limits of Liability and Responsibility
- \* Material Handling Information & Additional Charges
- \* Material Handling Q&A

## ARRIVAL DATES AND SURCHARGES FOR SHIPMENTS TO WAREHOUSE

<b>Advance Rate</b> <b>February 9 - February 27, 2026</b>
<b>Regular Rate</b> <b>February 28 - March 20, 2026</b>

Shipments arriving in this time frame and order forms received **WITHIN** February 27, 2026 will be charged advance rates.

Shipments arriving in this time frame and order forms received **AFTER** February 27, 2026 will be charged regular rates.

Shipments received after March 20, 2026 will NOT BE ACCEPTED. PLEASE SHIP DIRECTLY TO SHOW SITE.

**Direct to show site on April 7, 2026**

**DIRECT SHIPMENTS MUST ARRIVE Monday April 7th, 2026 BETWEEN 8am & 4pm and truck deliveries must be scheduled with FB International prior to the event.**

## PLACE ORDER HERE:

### Where is this shipment going?

<u>Check One</u>	<u>Delivery Date</u>	<u>Time</u>	<u>Carrier</u>
<input type="checkbox"/> Advance Warehouse	_____	_____	_____
<input type="checkbox"/> Direct to Show Site	_____	_____	_____

### What are we shipping?

Please indicate quantity, size and weight.

<u>QTY</u>	<u>Description</u>	<u>Length x Width x Height(inches)</u>	<u>Weight (lbs.)</u>
_____	Crates	_____	_____
_____	Carton	_____	_____
_____	Case/Trunk	_____	_____
_____	Skit/Pallet	_____	_____
_____	Uncrated	_____	_____
_____	Others	_____	_____

Total Weight \_\_\_\_\_

### Calculate Material Handling Charges

MATERIAL DESCRIPTION	WEIGHT	CWT	RATES	TOTAL PRICE
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<b>EXAMPLE:</b>			<b>Advance Rate</b>	
<b>Crates</b>	<b>200 lbs. ÷ 100 = 2</b>		<b>X \$165.00</b>	<b>= \$330.00</b>

	<b>÷ 100 =</b>		<b>X</b>	<b>= \$</b>
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	<b>÷ 100 =</b>		<b>X</b>	<b>= \$</b>
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			<b>Sub Total</b>	<b>\$</b>
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SMALL PACKAGE DESCRIPTION	PRICE	X	QTY	TOTAL PRICE
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Small Package, 1st Carton	<b>\$62.00</b>	<b>X</b>	<b>=</b>	<b>\$</b>
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Small Package, Each Additional Carton	<b>\$43.00</b>	<b>X</b>	<b>=</b>	<b>\$</b>
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1. Total Estimated Charges	\$
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2. Tax 0.0%	\$
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3. Payment Enclosed	\$
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I agree in placing this order that I have accepted the attached FB International Payment Policy and the Limits of Liability and Responsibility

Authorized _____ X	DATE _____
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AUTHORIZED NAME - PLEASE PRINT

DATE