



**Holiday Market**  
**Mississippi Trademart- Jackson MS**  
**September 16 – 19, 2021**

Convention Display Service, Inc. is pleased to be the official Exposition Service Contractor for the Holiday Market in Jackson, MS. 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 Specs:** 8 ft. high back & 8' high side drapes will be red  
 Table skirts will be red  
 Booths are not provided with any furnishings or electrical service

**Exhibit Hall:** The Mississippi Trademart is not carpeted. (Concrete floors)  
 Booth carpet is available for rent by exhibitor order.

**Deadline Dates**

**Friday, August 13** Advance shipments may begin arriving at the warehouse  
*Advance warehouse receiving hours: Monday – Friday, 8 AM to 4 PM*

**Friday, September 10** Order Discount Deadline – payment must accompany order

**Friday, September 10** Deadline for advance shipments to arrive at the warehouse

**Thursday, September 16** First day shipments can arrive at the Mississippi Trademart

**Show Schedule**

<b>Exhibitor Move in</b>	<b>Thursday, September 16</b>	<b>8:00 am – 8:00 pm</b>
<b>CDS Service Desk</b>	<b>Thursday, September 16</b>	<b>8:00 am – 5:00 pm</b>

**The exhibit hall will remain open until 8:00 p.m on Thursday, September 16<sup>th</sup>. However, the CDS Service Desk ends and CDS Staff leaves at 5:00 pm.**

**All onsite orders will need to be placed with CDS prior to 5:00 p.m. on Thursday, September 16<sup>th</sup>.**

<b>Show Hours</b>	<b>Friday, September 17</b>	<b>9:00 am – 8:00 pm</b>
	<b>Saturday, September 18</b>	<b>9:00 am – 6:00 pm</b>
	<b>Sunday, September 19</b>	<b>11:00 am – 5:00 pm</b>
<b>Show Close/Take Down</b>	<b>Sunday, September 19</b>	<b>5:00 pm</b>

**The dock area reserved for load in/ load out only – NO PARKING**

*Neither MidSouth Media Group, Convention Display Service, Inc., nor the Mississippi Trademart 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> <b>brooke@cds1958.com</b>
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**TIPS & GENERAL INFORMATION**  
**HOLIDAY MARKET**  
**SEPTEMBER 16 – 19, 2021**  
**MISSISSIPPI TRADEMART – JACKSON, MS**

**Ordering**

- Phone orders are not accepted.
- Orders must be accompanied by payment.
- CDS accepts checks, MasterCard, Visa, American Express and Discover as forms of payment. Please make sure all supplied credit card information is current, accurate and legible. CDS does not accept cash as payment.
- **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**
- Orders received without payment or purchase order will not be processed.
- 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. This may include, but it not exclusive to labor, material handling and/or other on-site services.
- Please note order deadlines on each form.
- Please include all requested information on each order form.

All materials 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**

- Any discrepancy in items ordered & items received or any complaint or question concerning services MUST BE reported IMMEDIATELY to CDS, whether at the service desk, or by calling our office at 601-948-4228 or emailing Brooke at brooke@cds1958.com
  - Your problem will be resolved at that time and any valid adjustments in your account will be made at that time. No credits and adjustments will be made based on information received AFTER the show opens
- If you are claiming MISSISSIPPI Sales Tax Exemption, a copy of the Certificate of Exemption issued by the MISSISSIPPI State Tax Commission must accompany each order and payment must be made by company check or company credit card. Sales Tax in Jackson, MS is 8%.

**Move In**

- Exhibitor move in:                      Wednesday, September 16, 2021      8:00 am – 8:00 pm

Please unload your vehicle completely before beginning any booth set up in order to avoid congestion at the loading dock. Any vehicles not being actively unloaded will be asked to move. Please be courteous to your fellow exhibitors.

- CDS service desk:                      Wednesday, September 16, 2021      8:00 am – 5:00 pm

**All onsite orders will need to be placed with CDS prior to 5:00 p.m. on Wednesday, September 16, 2021**

- After emptying your crates/boxes, if you wish to keep them please place empty stickers on them and notify the CDS service desk that they are ready to be moved to storage. There will be empty stickers available at the CDS service desk.

**Move Out**

- All carriers must be on site for pickup at the Mississippi Trademart by 10:00 am on Monday, September 20, 2021.
- CDS is not responsible for items/merchandise left unattended in booth or on show site by exhibitor.
- Exhibiting companies are responsible for making certain that shipments are re-packed, labeled and that properly executed shipping documents are tendered to CDS before departing the show floor.
- Exhibiting companies not using the preferred motor freight carrier, ABF Freight Systems or FedEx Air are responsible for scheduling carrier pickups.
- If a carrier fails to arrive within the allotted time, CDS reserves the right to clear the floor and re-route shipments via ABF Freight Systems or FedEx Air. CDS assumes no liability for such removal or re-routing.



**CREDIT CARD BILLING  
AUTHORIZATION & PAYMENT  
POLICY**  
**Holiday Market – Jackson, MS**

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.

REFUNDS/CREDITS/DISCREPANCIES

Any discrepancy in items ordered and items received or any complaint or question concerning services MUST BE reported to Convention Display Service immediately, whether at the CDS Service Desk or by calling our office at 601-948-4228 or emailing brooke@cds1958.com.

Your problem will be resolved at that time and any valid adjustments in your account will be made at that time.

No credits or adjustments will be made based on information received AFTER the show opens.

Please enter total cost from each page on appropriate line

Standard Furnishings \_\_\_\_\_

Electrical \_\_\_\_\_

Carpet \_\_\_\_\_

Material Handling \_\_\_\_\_

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

8 % Sales Tax \$ \_\_\_\_\_

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

\_\_\_\_\_ EXP. DATE \_\_\_\_\_

PRINT CARDHOLDER NAME

\_\_\_\_\_ BILLING ZIP CODE \_\_\_\_\_

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**

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

Address \_\_\_\_\_

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

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

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

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



Holiday Market – Jackson, MS  
Advance Order Date: September 10, 2021

Qty	Description	Price on/before Sept. 10th	Price starts on Sept. 11th
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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 red skirt	\$ 55.00	\$ 75.00
___ 6' 30" table with red skirt	\$ 75.00	\$100.00
___ 8' 30" table with red skirt	\$ 95.00	\$125.00
___ 4 <sup>th</sup> Side Skirt, Optional	\$ 20.00	\$ 20.00

Note \*4' comes skirted on 4 sides

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

Note \*4' comes skirted on 4 sides

___ 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

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Your problem will be resolved at that time and any valid adjustments in your account will be made at that time.

No credits and adjustments will be made based on information received AFTER the show opens.

Qty	Description	Price on/before Sept. 10th	Price starts on Sept. 11th
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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
___ 8' h drapes per lin. Ft.	\$ 5.00	\$ 7.00

**Available by advance order only**

___ 4' x 8' Chrome Grid wall 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 & grid walls 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	\$ _____

**CREDIT CARD**

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

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

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

Security 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

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

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

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

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



**HOLIDAY MARKET – JACKSON, MS  
 SEPTEMBER 16 – 19, 2021  
 ADVANCE PRICE DEADLINE: SEPTEMBER 10**

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

Qty	Description	Price on/before Sept 10	Price starts on Sept 11
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**120/110 Volt Service**

___ 500 Watts ( 5 Amps)	\$ 95.00	\$120.00___
___ 1000 Watts (10 Amps)	\$106.00	\$132.00___
___ 1500 Watts (15 Amps)	\$118.00	\$148.00___
___ 2000 Watts (20 Amps)	\$136.00	\$166.00___

*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  
 ELECTRICAL SERVICE IS NOT AVAILABLE IN THE  
 MISSISSIPPI TRADEMART**

Total all items ordered on this sheet \_\_\_\_\_  
 Add 8 % 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.

Any discrepancy in items ordered & items received or any complaint or question concerning services MUST BE reported IMMEDIATELY to CDS, whether at the service desk on site, or by calling our office at 601-948-4228 or emailing Brooke at brooke@cds1958.com  
 Your problem will be resolved at that time and any valid adjustments in your account will be made at that time.  
 No credits and adjustments will be made based on information received AFTER the show opens.

**CREDIT CARD**

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

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

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

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

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 (office)

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

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

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

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

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



**Holiday Market**  
**Mississippi Trademart – Jackson, MS**  
**September 16 – 19, 2021**  
**SHIPPING AND MATERIAL HANDLING TIPS**

It is the responsibility of the exhibiting company to arrange any and 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



## SHIPPING & MATERIAL HANDLING INFORMATION

Holiday Market  
Mississippi Trademart  
September 16 – 19, 2021

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 Firm Name**  
**Holiday Market**  
**c/o CDS**  
**908 Larson Street**  
**Jackson, MS 39202**

SHIPMENTS WILL BE ACCEPTED AT THE ADVANCE WAREHOUSE BETWEEN FRIDAY, AUGUST 13, 2021 AND FRIDAY, SEPTEMBER 10, 2021. It is recommended that shipments arrive no later than March 19, 2021 to insure timely delivery to show site. Shipments arriving prior to December 4<sup>th</sup> may incur storage fees.

***Temporary receiving hours are 9:00 am – 1:00. Monday – Friday. Closed Saturday and Sunday***

#### DIRECT TO SITE

**Exhibiting Firm Name**  
**Holiday Market**  
**c/o Mississippi Trademart Building**  
**1200 East Mississippi Street**  
**Jackson, MS 39202**

### **SHIPMENTS WILL NOT BE ACCEPTED ON-SITE UNTIL THURSDAY, SEPTEMBER 16, 2021**

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.***

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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**

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

Holiday Market  
c/o CDS  
908 Larson Street  
Jackson, MS 39202

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

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

Schedule your shipments to arrive at this location between  
Friday, August 13 and Friday, September 10

*NOTE: Advance receiving hours are temporarily from  
9:00 am until 1:00 pm.*

*Please contact Brooke Fuller at [brooke@cds1958.com](mailto:brooke@cds1958.com)  
with so accommodating arrangements can be made if  
needed.*

*CDS is not responsible for returned shipments of  
attempted deliveries made without prior contact from  
the exhibitor*

**ADVANCE WAREHOUSE SHIPPING LABEL**

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

Holiday Market  
c/o CDS  
908 Larson Street  
Jackson, MS 39202

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

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

Schedule your shipments to arrive at this location between  
Friday, August 13 and Friday, September 10

*NOTE: Advance receiving hours are temporarily from  
9:00 am until 1:00 pm.*

*Please contact Brooke Fuller at [brooke@cds1958.com](mailto:brooke@cds1958.com)  
with so accommodating arrangements can be made if  
needed.*

*CDS is not responsible for returned shipments of  
attempted deliveries made without prior contact from  
the exhibitor*

**ADVANCE WAREHOUSE SHIPPING LABEL**

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

Holiday Market  
c/o CDS  
908 Larson Street  
Jackson, MS 39202

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

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

Schedule your shipments to arrive at this location between  
Friday, August 13 and Friday, September 10

*NOTE: Advance receiving hours are temporarily from  
9:00 am until 1:00 pm.*

*Please contact Brooke Fuller at [brooke@cds1958.com](mailto:brooke@cds1958.com)  
with so accommodating arrangements can be made if  
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attempted deliveries made without prior contact from  
the exhibitor*

**ADVANCE WAREHOUSE SHIPPING LABEL**

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

Holiday Market  
c/o CDS  
908 Larson Street  
Jackson, MS 39202

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

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*Please contact Brooke Fuller at [brooke@cds1958.com](mailto:brooke@cds1958.com)  
with so accommodating arrangements can be made if  
needed.*

*CDS is not responsible for returned shipments of  
attempted deliveries made without prior contact from  
the exhibitor*



## EXHIBIT MATERIAL

**DO NOT ATTEMPT DELIVERY PRIOR TO  
THURSDAY, SEPTEMBER 16, 2021**

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

MISSISSIPPI TRADEMART  
1200 EAST MISSISSIPPI STREET  
JACKSON, MS 39202

SHOW NAME: HOLIDAY MARKET

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

**SHOW SITE**

## EXHIBIT MATERIAL

**DO NOT ATTEMPT DELIVERY PRIOR TO  
THURSDAY, SEPTEMBER 16, 2021**

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

MISSISSIPPI TRADEMART  
1200 EAST MISSISSIPPI STREET  
JACKSON, MS 39202

SHOW NAME: HOLIDAY MARKET

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

**SHOW SITE**

## EXHIBIT MATERIAL

**DO NOT ATTEMPT DELIVERY PRIOR TO  
THURSDAY, SEPTEMBER 16, 2021**

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

MISSISSIPPI TRADEMART  
1200 EAST MISSISSIPPI STREET  
JACKSON, MS 39202

SHOW NAME: HOLIDAY MARKET

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

**SHOW SITE**

## EXHIBIT MATERIAL

**DO NOT ATTEMPT DELIVERY PRIOR TO  
THURSDAY, SEPTEMBER 16, 2021**

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

MISSISSIPPI TRADEMART  
1200 EAST MISSISSIPPI STREET  
JACKSON, MS 39202

SHOW NAME: HOLIDAY MARKET

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

**SHOW SITE**



Convention Display Service

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

MATERIAL HANDLING RATE SCHEDULE

RATES APPLY TO EACH 100 LBS OR FRACTION THEREOF. EACH DELIVERY IS CONSIDERED SEPARATELY. NO CUMULATIVE WEIGHTS WILL BE ALLOWED ON MINIMUMS, SPLIT SHIPMENTS, ETC.

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

CHARGES INCLUDE THE FOLLOWING SERVICES

- 1. Receive & store crated, boxed or skidded shipments (30 days free storage prior to exhibitor move-in)
2. Handling to Exhibit Hall
3. Charges from dock to exhibitor's space, empty crate removal and return, and loading out on carrier are all included in rate
Uncrated or loose materials and local deliveries will be accepted at the show site only.

MATERIAL HANDLING FEES

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

Small packages: Maximum weight per piece, per delivery is 50 lbs.

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

Cartons, envelopes, or other containers received without documentation via specialized carriers (UPS, FedEx, etc.) will be delivered without guarantee of piece count or condition.

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

It is understood that your calculations are an estimate and invoicing will be done from the actual weight / piece count. Adjustments will be made accordingly

LBS PER CWT X \$50.00 = Material Handling Charge (201 lbs. and over) = \$

\$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 are \$12.00 each Total = \$

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

MASTERCARD VISA AMEX DISCOVER

ACCT NUMBER

EXP / Security Code:

PRINT CARD HOLDER NAME

Card Holder Signature

Return Forms To:

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

or

908 Larson Street, Jackson, MS 39202

brooke@cds1958.com

Fax: 601-948-3824

Exhibiting Firm Name:

Print Contact Name:

Mailing Address: City State Zip

Phone ( ) Fax: E-Mail

Convention or Show HOLIDAY MARKET 2021 - JACKSON, MS

Signature



**RETURN SHIPPING FORM  
HOLIDAY MARKET - JACKSON, MS  
MISSISSIPPI TRADEMART**

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 10:00 AM ON MONDAY, SEPTEMBER 20, 2021**

CONVENTION DISPLAY SERVICE, INC. RESERVES THE RIGHT TO RE-ROUTE ANY SHIPMENT IF A DESIGNATED CARRIER FAILS TO CHECK IN WITH CDS BY 11:00 AM on MONDAY, NOVEMBER 11, 2019. Convention Display Service, Inc. assumes no liability as a result 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.

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 908 LARSON STREET, JACKSON, MS 39202 / FAX: 601-94-3824 - brooke@cds1958.com**

Company Name \_\_\_\_\_ Booth# \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Authorized Contact \_\_\_\_\_ Title \_\_\_\_\_  
 Phone (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_  
 x Authorized Signature \_\_\_\_\_ E-Mail: \_\_\_\_\_