



Exhibitor Information

Name of Event _____
Company Name _____
Address _____
City _____ State _____ Zip Code _____
On-site contact Name _____
E-mail _____ Phone _____

Liability Waiver

The exhibitor assumes the entire responsibility and liability for injury, losses, damages, and claims arising out of the exhibitor's activities on the Hotel premises and will indemnify, defend, and hold harmless the Hotel, its agents, servants, and employees from any, and all such injury, losses, damages, and claims. 7Springs will not be responsible or liable for any injury, loss, damage or claims arising out of the exhibitor's activities on 7Springs premises except for any injury, claims, loss, or damages arising directly from its negligence. We reserve the right to refuse a shipment for any reason.

Signed _____ Date _____

Print Name _____

Shipping, Handling and Storage

Storage of conference, event and exhibit materials is limited. Shipments will not be accepted prior to two weeks of the show date. Shipments received more than two weeks prior to events may be scheduled, however will be subject to additional handling and storage fees.

Due to our location, not all carriers will ship "overnight". Regardless of the time that carriers commit to delivery, deliveries arrive Monday through Friday, between 2:00 p.m. and 6:00 p.m.

Package Handling Fees:

	<u>Amount</u>
Letter, Package/Box (0-40 lbs.) \$15 +6% Tax and 22% Service each	_____
Package/Box (over 40 lbs.) \$25.00 +6% Tax and 22% Service each	_____
Pallets and Large Crates \$100.00 +6% Tax and 22% Service each	_____
Forklift and Operator \$100.00 hour (1hour minimum)	_____

*Contact your convention manager to schedule freight delivery and forklift.

Shipping Instructions:

ALL MATERIALS MUST BE CLEARLY LABELLED AS FOLLOWS

1. Organization Name or Show Name and the name of meeting planner or group leader
2. Name of Company Exhibiting and the name of on-site contact person claiming material
3. Date of Show and Exhibit Booth number

SHIP TO

SEVEN SPRINGS MOUNTAIN RESORT
777 Waterwheel Drive
Champion, PA 15622

On Site

Properly labeled packages received prior to the event will be delivered to your exhibit booth. Please track your package and make sure they have been delivered.

Outgoing Shipments

All equipment must be removed no later than the last day of the event. Outgoing shipments can be arranged with our Conference Services team prior to the end of the event. **Exhibitors/Vendors are responsible for packaging and labeling of all items and all return shipping costs. We do not have supplies (boxes, tape, or labels).**

Scan and e-mail completed form to tammy.s.shawley@vailresorts.com and a service representative will contact you for payment.