



SALES ORDER FOR RETURN ONLY

To the exhibitors for the

**51st ANNUEL AQTR CONGRESS
QUÉBEC CONVENTION CENTER
APRIL 11TH TO 13TH, 2016**

Mrs., Mr

You will find on this document

1. A sales order to complete and send back to us, as soon as possible, for the return of your goods.
2. A copy of the shipping label to complete and place on your shipping packages (one on each package).

Please take note that :

- Fees for local delivery from the show site to the warehouse are applicable if you do the picking up of your goods to our warehouse.
- No claim will be accepted nor handled in case of damages to goods carried unpacked, insufficiently protected or not properly secured

If you need more information, do not hesitate to contact Danielle Amyot by email at show@dolbec-intl.ca

Regards

TRANSPORT SALES ORDER – RETURN ONLY



Instructions MOVE OUT	Dolbec will take my goods back to the warehouse – I'll do the pick up within 48 hours. <input type="checkbox"/> I mandate Dolbec for the transport of my goods at the end of the congress (return). <input type="checkbox"/>	←	IMPORTANT: Select the appropriate service you need for the MOVE OUT
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1 – RETURN ADDRESS AFTER THE CONVENTION

Company _____
 Address _____
 City _____ Prov. _____
 Postal code _____ Phone _____ Ext. _____
 Contact _____ Email _____
 Business hours _____ to _____

Upper floor delivery ? Yes No
 Do you have a receiving dock ? Yes No
 Pallet jack required? Yes No
 Do we need a tailgate? Yes No

2 – DETAILS OF SHIPMENT
 (Freight charges will apply according to shipment weight and real size. / Applicable ratio 10 pounds per cft.)

Nbr of units	Description (pallet – box, etc.)	Dimensions in inches	Estimated weight
_____	_____	L _____ W _____ H _____	_____
_____	_____	L _____ W _____ H _____	_____
_____	_____	L _____ W _____ H _____	_____
_____	_____	L _____ W _____ H _____	_____

Please mark if you attach an additional list Total weight _____

IMPORTANT
 Dolbec Logistic International Inc. will not be responsible for goods lost, damaged or stolen prior, during or after the event. Exhibitors are advised to have all risk insurance coverage on all materials & merchandises.

3 – PAYMENT OPTION

TO ACTIVATE THE FILE, PLEASE NOTE THIS SECTION MUST ABSOLUTELY BE COMPLETED.

a) Use my credit card for payment
 AMEX MASTERCARD VISA

b) Use my credit card for guaranty, 30 days payment
 Card number _____ Expiry date _____

Credit card holder _____ Card holder signature _____

By signing here, I acknowledge having read and agreed to invoice / payment terms and conditions stated above. I authorise Dolbec to use this credit card for payment of services related to this order form.

This transport agreement is subject to the limitations of CIFFA standard trading conditions. <http://www.ciffa.com/downloads/2005/02/17/EnglishSTC.pdf>.
 To consult our business conditions, please visit our web site at www.dolbec-intl.ca.

4 – EXHIBITOR'S INFORMATION

Booth number _____
 Company on the site _____
 Rep. at the event _____
 Cellular _____

5 - BILLING ADDRESS

Same as the return address address? Yes *If not, specify*
 Company _____
 Address _____
 City _____ Prov. _____
 Postal code _____ Phone _____
 Contact _____
 Email _____

PLEASE COMPLETE THIS FORM AND SEND IT BACK TO US
 by email at SHOW@DOLBEC-INTL.CA
 by fax at 418-688-3399



361 des Entrepreneurs
 Québec (Québec) G1M 1B4
 Phone : 418-688-9115
 Fax : 418-688-3399
 Email : show@dolbec-intl.ca



Print the required number of labels needed and place one on each of your shipping package(s).




EXHIBIT MATERIAL/RETURN ONLY

FROM _____
 Exhibitor's name

Booth number

TO _____

Booth #

SHIPPING AND WAREHOUSING ADDRESS
DOLBEC INTL / MORNEAU
1895 AR DECARY
QUEBEC QC G1N 3Z8
 WHSE RECEIVING HOURS
 MONDAY – FRIDAY
 8 :00 AM – 4 :00 PM

HOLD ON DOCK
YOU HAVE TO DO THE PICK UP
WITHIN 48 HOURS

Numbered _____ of _____ / boxes
(Exemple 1 of 3 boxes / 2 of 3 boxes / 3 of 3 boxes etc.)

