



TRADE SHOW VENDOR KIT

Alabama Grocers Association

July 24 - 25, 2017

FORMS SUBMITTED AFTER 7/14/17 ARE SUBJECT TO A 20% LATE SERVICE FEE

SHIPPING INFORMATION
ELECTRICAL ORDERS
TELEPHONE / HIGH SPEED INTERNET ORDERS
PAYMENT INFORMATION

VENDOR PROFILE:

CONTACT NAME: _____

PHONE NUMBER: _____

BOOTH NUMBER (IF AVAILABLE): _____

EMAIL ADDRESS (FOR RECEIPT PURPOSES): _____

VENDORS - PLEASE SUBMIT THE ENTIRE VENDOR KIT VIA FAX TO 850-267- 5514. TO PROTECT YOUR CREDIT CARD INFORMATION, WE DO NOT ACCEPT COMPLETED FORMS VIA EMAIL.



VENDOR ORDER FORM

Alabama Grocers Association

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FORMS SUBMITTED AFTER 7/14/17 ARE SUBJECT TO A 20% LATE SERVICE FEE

PAYMENT FORMS MUST BE SUBMITTED PRIOR TO SHIPPING TO SANDESTIN

SHIPPING ADDRESSES

Sandestin Golf and Beach Resort
Alabama Grocers Association
July 24 - 25, 2017
9300 Emerald Coast Parkway West
Miramar Beach, FL 32550

- I will be shipping to Sandestin.
- I will need to ship outbound from Sandestin.
- I will not use Sandestin for shipping.

PACKAGE SHIPPING AND RECEIVING HANDLING CHARGES

RECEIVING HANDLING FEES

per piece

Letters up to 5 Lbs	\$2.00
5-25 Lbs	\$20.00
26-50 Lbs	\$40.00
51-100 Lbs	\$60.00
100+ Lbs	\$.60/lb

OUTBOUND HANDLING FEES

per piece

Letters up to 5 Lbs	\$2.00
5-25 Lbs	\$10.00
26-50 Lbs	\$20.00
51-100 Lbs	\$30.00
100+ Lbs	\$.35/lb

Forklift Services are available - contact shipping and receiving for information at 850-267-8194

When can you ship? - Sandestin will accept freight 5 business days prior to trade show load in. Freight received earlier will be accepted based on availability and subject to a **20% daily storage fee** based off handling fees.

Handling Fee includes addressing, labeling, taping, stacking, wrapping pallets, forwarding packages to the Loading Dock and logging and forwarding tracking numbers to the shipper and recipient.

**** Handling Fees DO NOT include applicable shipping charges determined by your provider ****

You may provide your **FedEX / UPS account number** for shipping fees. Forms submitted without a shipping account will ship under Sandestin's FedEX/UPS account and shipping fees will be billed directly to client.

OUTBOUND SHIPPING INFORMATION


Ship to Address:

Contact / Telephone:

Special Instructions / FedEx or UPS Account:

PAYMENT FORMS MUST BE SUBMITTED PRIOR TO SHIPPING TO SANDESTIN

SHIPPING LABELS

 **Sandestin**
Golf and Beach Resort

TO: _____
(Exhibit Company Name)

Booth#: _____


Sandestin Golf and Beach Resort
Alabama Grocers Association
9300 Emerald Coast Parkway West
Miramar Beach, FL 32550

 **Sandestin**
Golf and Beach Resort

TO: _____
(Exhibit Company Name)

Booth#: _____

Sandestin Golf and Beach Resort
Alabama Grocers Association
9300 Emerald Coast Parkway West
Miramar Beach, FL 32550

 **Sandestin**
Golf and Beach Resort

TO: _____
(Exhibit Company Name)

Booth#: _____

Sandestin Golf and Beach Resort
Alabama Grocers Association
9300 Emerald Coast Parkway West
Miramar Beach, FL 32550



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Request for Electrical Service

Quantity	Description	Rate	Total
	Up to 20 Amps (110 Volt)	\$ 100.00	
	20-50 Amps (110 Volt)	\$ 120.00	
	50-100 Amps (110 Volt)	\$ 130.00	
	Up to 20 Amps (208 Single Volt)	\$ 150.00	
	20-50 Amps (3 Phase)	\$ 170.00	
	50-100 Amps (3 Phase)	\$ 200.00	
	Multi Plug	\$ 50.00	

Request for Internet & Telephone Service

Quantity	Description	Rate	Total
	Telephone Line	\$ 120.00	
	Wired Internet (per computer)	\$ 250.00	
	Number of Days (\$50/Day/Computer)	\$ 50.00	

Subtotal: _____

Tax (7%): _____

20% Late Fee (if applicable): _____

Total: _____

Special Instructions: _____

Sandestin Golf and Beach Resort offers complimentary standard Wi-Fi in the conference facility.

On-site requests for services will be subject to availability.



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Method of Payment

Paying by Check

Send checks payable to Sandestin Investments, LLC to:
Sandestin Golf and Beach Resort
ATTN: Taylor Green
9300 Emerald Coast Pkwy West
Destin, FL 32550

Credit Card Informaiton

SELECT WHAT PURCHASES TO MAKE BY CREDIT CARD

Shipping Electrical Internet / Phone
Any remaining balance will be billed to credit card on file.

Type of Card: _____

Card Number: _____

Exp: ____ / ____ CCV: _____

Name on Card: _____

Authorized Signature: _____

Tax Exempt (Must provide FL tax exemption)

Electrical, Internet & Phone orders will be processed upon receipt. All shipping charges are processed and billed at time of service.

COMPLETED VENDOR FORMS CAN BE SENT TO:

SECURE FAX LINE: 850-267-5514

PHONE: 850-267-7791

To protect your credit card information, only submit vendor forms to the secure fax line. Do not submit vendor forms via email.