

After reading these instructions, remove this page and fill out the Exhibit Bill of Lading

## Exhibit Bill of Lading

Getting your exhibit shipment moving is easy with the Alliance Air Freight Exhibit Bill of Lading. To avoid delays and billing problems, make sure your bill of lading is legible and complete. The steps below correspond to the numbered blocks on the Exhibit Bill of Lading. Just follow these simple steps to make sure your shipment arrives on time, every time! For more information, call Alliance Air Freight's Show Transportation Services at **1-800-684-6359**.

- 1 Shipper's name and address.** Enter the location where the tradeshow shipment is **actually** being picked up. If the shipment is leaving a storage warehouse or tradeshow, enter the warehousing company's name or the tradeshow site (hotel, convention center, etc.) on the "in care of" (c/o) line.
- Consignee's name and address.** Enter the location where the tradeshow shipment is **actually** being delivered. If the shipment is going to a storage warehouse or tradeshow, enter the warehousing company's name or the tradeshow site (hotel, convention center, etc.) on the "in care of" (c/o) line.
- Invoice charges.** If the invoice should be mailed to a "third party"—a location other than the shipper's or consignee's address—enter the third party's name and address.
- Freight charges (terms of payment).** Check prepaid or collect. If the shipment is going **to** a show, freight charges are prepaid. If the shipment is coming **from** a show, freight charges are collect. If the shipment is going from **one show to another**, a third-party name and address must be entered in block 3. Freight charges are subject to correction based upon weight and inspection.

A **prepaid** shipment means that the shipper is responsible for paying the freight charges. A **collect** shipment means that the receiving party or consignee is responsible for the freight charges. A **third-party** shipment means that someone other than the shipper or consignee is responsible for the freight charges (usually a payment agent).

- Special instructions.** Enter any comments, reference numbers, or instructions that should be communicated to Alliance Air Freight.
- Going to show.** This block must be completed for all shipments going to a show. Check the box that applies (advance warehouse or show site) and enter the delivery by date or the target/move-in date.
- Number of shipping units.** Enter the actual number of **handling units** for each type of package: crate (CRT), carton (CTN), box (BOX), skid (SKD), or roll (RL). A handling unit is one or more pieces of freight that can be handled as one piece. For example, if there are 10 boxes loose on a skid, enter "10" next to "box." But if the same 10 boxes are **banded or stretch wrapped** on a skid, enter "1" next to "skid."

**Important:** If commodities other than the item preprinted on the Exhibit Bill of Lading are being shipped to tradeshow, itemize them using their actual NMFC classifications.

- Shipper and carrier.** Enter your company's name on the line marked "Shipper," and sign the bill of lading on the line below, marked "Shipper signature." If the shipment is **leaving** a show, Alliance Air Freight has been preprinted as your carrier of choice on the line marked "Carrier." The Alliance Air Freight driver will sign the bill of lading on the line below "Carrier," marked "Driver signature." If Alliance Air Freight is not the show's preferred carrier, contact your local Alliance Air Freight office or call **1-800-684-6359**, during normal business hours (PST) before the show closes.

# Alliance Air Freight

Straight bill of lading — original — not negotiable

# Alliance Air Freight

## "Ship With Confidence"

### Exhibit Freight

Place copy of PRO label here.

Thank you for using Alliance Air Freight.

For exhibit transportation assistance visit [allianceairfreight.com](http://allianceairfreight.com)  
or call 800-684-6359

Date: \_\_\_\_\_

B/L number: \_\_\_\_\_

**Shipper: Complete blocks 1-8**

<b>1</b> From: Shipper name (Exhibitor)		
c/o		
Address:		
City:	State:	Zip code:
Show name:		Booth number:

<b>2</b> To: Consignee name		
c/o		
Address:		
Destination City:	State:	Zip code:
Show name:		Booth number:

<b>3</b> Invoice charges to (third-party):		
Address:		
City:	State:	Zip code:
Attn:		

<b>4</b> Freight charges are:	<input type="checkbox"/> Collect	<input type="checkbox"/> Prepaid
<b>5</b> Special Instructions		
<b>6</b> If going to show, check one:		
<input type="checkbox"/>	Advance warehouse, deliver by: _____	
<input type="checkbox"/>	Show site, target/move-in date: _____	

Hdg. units no. type	PCASTg. units	H/M	Description of articles, special marks, and exceptions	NMFC item number	Class	Weight (lb.) <i>Subject to correction</i>
			Crate Exhibition Materials, Booth, etc.	154630	125	
			Carton Exhibition Paraphernalia	154630	125	
			Skid Exhibition Paraphernalia (STC _____ Ctns.)	154630	125	
			Roll Exhibit Material / Carpet (Color _____ )	154630	125	
			Fibre Case / Trunk (Color _____ )	154630	125	

**Hazardous materials**  
 emergency contact number: \_\_\_\_\_

 Shipment charges are collect unless marked prepaid below:  
**Collect**  **Prepaid** 
**Total charges: \$** \_\_\_\_\_

**Note (1)** Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows:  
 The agreed or declared value of the property is hereby specifically stated by the shipper to be not exceeding \_\_\_\_\_ per \_\_\_\_\_.

**Note: (2) Liability limitation for loss or damage on this shipment may be applicable.**  
**See 49 U.S.C. §14706 (c)(1)(A) and (B).**

Received subject to individually determined rates or written contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to rates, classifications and rules that have been established by the carrier and are available to the shipper, on request.

The property described above is in apparent good order, except as noted (contents and condition of contents of packages unknown), marked, consigned, and destined, as indicated above which said carrier (the word carrier being understood throughout this contract as meaning any person or corporation in possession of the property under the contract) agrees to carry its usual place of delivery of said destination, if on its route, otherwise to deliver to another carrier on the route to said destination.

I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name and are classified, packaged, marked and labeled/placarded and are in all respects in proper condition for transport according to applicable international and national governmental regulations.

**Note (3)** Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Sec. 2(e) of NMFC Item 360.

If this shipment is to be delivered to the consignee, without recourse on the consignor, the consignor shall sign the following statement:

The carrier may decline to make delivery of this shipment without payment of freight and all other lawful charges.

Signature of consignor \_\_\_\_\_

<b>8</b> Shipper company name:	Carrier: Alliance Air Freight	Date:	Trailer loaded by: <input type="checkbox"/> Shipper <input type="checkbox"/> Driver Freight counted by: <input type="checkbox"/> Shipper <input type="checkbox"/> Driver: pallets said to contain <input type="checkbox"/> Driver: pallets containing <input type="checkbox"/> Driver: loose pieces
Shipper signature:	Driver signature:	H/U received:	

Single shipment pickup:

# Uniform Bill of Lading Terms and Conditions

## Sec. 1

(a) The carrier or the party in possession of any of the property described in this bill of lading shall be liable as at common law for any loss thereof or damage thereto, except as hereinafter provided.

(b) No carrier shall be liable for any loss or damage to a shipment or for any delay caused by an Act of God, the public enemy, the authority of law, or the act or default of shipper. Except in the case of negligence of the carrier or party in possession, the carrier or party in possession shall not be liable for loss, damage or delay which results: when the property is stopped and held in transit upon request of the shipper, owner or party entitled to make such request; or from faulty or impassable highway, or by lack of capacity of a highway bridge or ferry; or from a defect or vice in the property; or from riots or strikes. The burden to prove freedom from negligence is on the carrier or the party in possession.

## Sec. 2

Unless arranged or agreed upon, in writing, prior to shipment, carrier is not bound to transport a shipment by a particular schedule or in time for a particular market, but is responsible to transport with reasonable dispatch. In case of physical necessity, carrier may forward a shipment via another carrier.

## Sec. 3

(a) As a condition precedent to recovery, claims must be filed in writing with: any participating carrier having sufficient information to identify the shipment.

(b) Claims for loss or damage must be filed within nine months after the delivery of the property (or, in the case of export traffic, within nine months after delivery at the port of export), except that claims for failure to make delivery must be filed within nine months after a reasonable time for delivery has elapsed.

(c) Suits for loss, damage, injury or delay shall be instituted against any carrier no later than two years and one day from the day when written notice is given by the carrier to the claimant that the carrier has disallowed the claim or any part or parts of the claim specified in the notice. Where claims are not filed or suits are not instituted thereon in accordance with the foregoing provisions, no carrier shall be liable, and such claims will not be paid.

(d) Any carrier or party liable for loss of or damage to any of said property shall have the full benefit of any insurance that may have been effected, upon or on account of said property, so far as this shall not avoid the policies or contracts of insurance, PROVIDED, that the carrier receiving the benefit of such insurance will reimburse the claimant for the premium paid on the insurance policy or contract.

## Sec. 4

(a) If the consignee refuses the shipment tendered for delivery by carrier or if carrier is unable to deliver the shipment, because of fault or mistake of the consignor or consignee, the carrier's liability shall then become that of a warehouseman. Carrier shall promptly attempt to provide notice, by telephonic or electronic communication as provided on the face of the bill of lading, if so indicated, to the shipper of the party, if any, designated to receive notice on this bill of lading. Storage charges, based on carrier's tariff, shall start no sooner than the next business day following the attempted notification. Storage may be, at the carrier's option, in any location that provides reasonable protection against loss or damage. The carrier may place the shipment in public storage at the owner's expense and without liability to the carrier.

(b) If the carrier does not receive disposition instructions within 48 hours of the time of carrier's attempted first notification, carrier will attempt to issue a second and final confirmed notification. Such notice shall advise that if carrier does not receive disposition instructions within 10 days of that notification, carrier may offer the shipment for sale at a public auction and the carrier has the right to offer the shipment for sale. The amount of sale will be applied to the carrier's invoice for transportation, storage and other lawful charges. The owner will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.

(c) Where carrier has attempted to follow the procedure set forth in subsections 4(a) and (b) above and the procedure provided in this section is not possible, nothing in this section shall be construed to abridge the right of the carrier at its option to sell the property under such circumstances and in such manner as may be authorized by law. When perishable goods cannot be delivered and disposition is not given within a reasonable time, the carrier may dispose of property to the best advantage.

(d) Where a carrier is directed by consignee or consignor to unload or deliver property at a particular location where consignor, consignee, or the agent of either, is not regularly located, the risk after unloading or delivery shall not be that of the carrier.

## Sec. 5

(a) In all cases not prohibited by law, where a lower value than the actual value of the said property has been stated in writing by the shipper or has been agreed upon in writing as the released value of the property as determined by the classification or tariffs upon which the rate is based, such lower value plus freight charges if paid shall be the maximum recoverable amount for loss or damage, whether or not such loss or damage occurs from negligence.

(b) No carrier hereunder will carry or be liable in any way for any documents, coin money, or for any articles of extraordinary value not specifically rated in the published classification or tariffs unless a special agreement to do so and a stipulated value of the articles are endorsed on this bill of lading.

## Sec. 6

Every party, whether principal or agent, who ships explosives or dangerous goods, without previous full written disclosure to the carrier of their nature, shall be liable for and indemnify the carrier against all loss or damage caused by such goods. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.

## Sec. 7

(a) The consignor or consignee shall be liable for the freight and other lawful charges accruing on the shipment, as billed or corrected, except that collect shipments may move without recourse to the consignor when the consignor so stipulates by signature or endorsement in the space provided on the face of the bill of lading. Nevertheless, the consignor shall remain liable for transportation charges where there has been an erroneous determination of the freight charges assessed, based upon incomplete or incorrect information provided by the consignor.

(b) Notwithstanding the provisions of subsection (a) above, the consignee's liability for payment of additional charges that may be found to be due after delivery shall be as specified by 49 U.S.C. §13706, except that the consignee need not provide the specified written notice to the delivering carrier if the consignee is a for-hire carrier.

(c) Nothing in this bill of lading shall limit the right of the carrier to require the prepayment or guarantee of the charges at the time of shipment or prior to delivery. If the description of articles or other information on this bill of lading is found to be incorrect or incomplete the freight charges must be paid based upon the articles actually shipped.

## Sec. 8

If this bill of lading is issued on the order of the shipper, or his agent, in exchange or in substitution for another bill of lading, the shipper's signature on the prior bill of lading or in connection with the prior bill of lading as to the statement of value or otherwise, or as to the election of common law or bill of lading liability shall be considered a part of this bill of lading as fully as if the same were written on or made in connection with this bill of lading.

## Sec. 9

If all or any part of said property is carried by water over any part of said route, such water carriage shall be performed subject to the terms and provisions and limitations of liability specified by the "Carriage of Goods By Sea Act" and any other pertinent laws applicable to water carriers.