

## Shipping FAQs

### The difference between Show In Motion and Events on the Move

#### 1. What is Show In Motion's role at Roundup 2010?

- Official show services supplier; and advance warehouse for domestic shipments and international shipments valued at less than \$1600 (you may use the carrier of your choice to ship to the Show In Motion warehouse).
- NOTE – it is not possible to ship materials direct to the Westin Bayshore.

#### 2. What is Events on the Move's role at Roundup 2010?

- Official customs broker and freight forwarding / shipping supplier and advance warehouse for international shipments valued at over \$1600.
- Preferred freight forwarding / shipping supplier for domestic shipments, and international shipments valued at less than \$1600.
- NOTE – it is not possible to ship materials direct to the Westin Bayshore.

#### 3. What services does Show In Motion offer?

- Storage of booth materials before Roundup in their warehouse (domestic shipments can be sent to the Show In Motion warehouse, international shipments valued at less than \$1600 can be sent to the Show In Motion warehouse – international shipments valued at more than \$1600 must be shipped to the Events on the Move warehouse). Show In Motion will transport materials that are stored in their warehouse to the Westin Bayshore.
- Materials handling
  - If materials are shipped to the Westin Bayshore by Events on the Move, Show In Motion will transport the materials from the Westin Bayshore loading dock to the booth location. If materials are being shipped from the Westin Bayshore after Roundup by Events on the Move, Show In Motion will transport the materials from the booth location to the loading dock.
  - If materials are brought to the Westin Bayshore by Show In Motion from their warehouse, Show In Motion will transport the materials to the booth location.
- Removal and storage of empty boxes and crates during the event.
- Return of empty boxes and crates to your booth after the event.
- Provision of waybills, packing tape, shipping labels, shrink wrap etc.
- Booth cleaning.
- Exhibit installation / take down.
- Carpet leasing.
- Furniture leasing.
- Custom accessories leasing.
- Hardwall leasing.
- Pop-up display leasing.
- Electrical leasing.
- Plants and flowers leasing.

#### **4. What services does Events on the Move offer?**

- Customs brokerage.
- Advance warehousing of shipments valued at over \$1600 for up to 30 days prior to the event if Events on the Move shipping services are used.
- Transportation of shipped and stored materials to and from the Westin Bayshore loading dock (Events on the Move does not handle exhibit materials once they are delivered to the Westin Bayshore loading dock).
- Shipment pickup anywhere in the world.
- Return shipping assistance – bill of landing completion assistance, and provision of shipping labels.

#### **5. If I am shipping materials to Roundup through Events on the Move, why do I need to fill out Show In Motion forms? Which Show In Motion forms do I need to fill out?**

- All materials shipped to Roundup will be handled on-site at the Westin Bayshore by Show In Motion. Events on the Move hands over the shipped materials to Show In Motion once the materials are delivered to the Westin Bayshore loading dock. It is important to complete a Show In Motion “Materials Handling Form” and “Credit Card Authorization” form if you are shipping materials to Roundup via Events on the Move.

#### **6. How do I ship materials from the Westin when I am finished exhibiting?**

- Return shipping can be arranged through the carrier of your choice, including Events on the Move.
- It is also possible to have domestic shipments and international shipments valued at less than \$1600 transported from the Westin Bayshore to the Show In Motion warehouse by Show In Motion for pickup by the carrier of your choice.

#### **7. Why can't one of these companies provide all exhibitor related services?**

- Both companies do not offer all exhibitor services required.

#### **8. Who do I contact if I am still confused about the difference between Show In Motion and Events on the Move?**

- Shannon Norris - Manager, Special Events, AME BC  
Phone: 604-630-3921, email: snorris@amebc.ca