

LA CROSSE CENTER

SHIPPING INFORMATION

The Exhibitor permits the La Crosse Center to handle the unloading/reloading, delivery to the booth, and processing of freight shipments made to the exposition as described on the bill of lading. All shipments must be prepaid. Please advise all persons in charge of your exhibits how and when shipments were made. This will help in tracing missing or delayed shipments. **Address all inquiries to La Crosse Center, 300 Harborview Plaza, La Crosse, WI 54601 or call 608.789.7400.**

The La Crosse Center will not receive freight prior to one week of the official set-up day. Shipments arriving early will be refused or diverted to a warehouse in which case there will be a charge for warehousing plus an additional delivery charge by the trucking company.

Bills of Lading Shipments must be prepaid and should be on a straight bill of lading. Address carefully to indicate number of pieces and weight. If there are heavy items which require special.

Outgoing shipments

Outgoing shipments must be prepaid and arrangements for pickup must be made by the exhibitor.

Direct Shipping

To: (Name of Exhibitor & Booth Number)

For: (Name of Convention)

Address: **LA CROSSE CENTER**
 300 HARBORVIEW PLAZA
 LA CROSSE WI 54601