

Name of Show:Cleveland Renaissance<br/>National Association of Miniature Enthusiasts (N.A.M.E)Date of Show:7/20/2011 – 7/24/2011

Dear Show Exhibitor:

Enclosed are a series of forms from Miller's Convention and Trade Show Services. As your service decorator, it is our responsibility to assist with your material handling needs. You may also go online to <u>www.millersexpo.com</u> to complete these forms to e-mail or fax.

## Material Handling Order Form:

If you have a need to ship equipment to the exhibit site these shipments must be delivered to Miller's.

Advance shipments must be sent to Miller's Convention & Trade Show Services at 869 West Waterloo Road, Akron, Ohio 44314. Please arrange shipment to arrive seven to ten days before your show. Miller's will deliver your freight directly to your booth space if available.

## **Credit Card Authorization & Payment Information Form:**

Miller's will use this form for payment purposes. If paying by check, this form can be mailed with your payment directly to us.

Please note the deadline for advanced shipments is <u>7/13/2011</u>. Orders after that date will be charged a special hauling rate.

Thank you for this opportunity and we look forward to being of service to you.

You may contact Miller's via email: <u>cwm@millersparty.com</u> Phone: (330) 753-9104 Fax: (330) 753-9298

869 West Waterloo Road Akron, OH 44314 (330) 753-9104 Akron (330) 494-6622 Canton (800) 859-3564 Ohio Tollfree (330) 753-9298 Fax

E-Mail: cwm@millersparty.com

Web: www.millersexpo.com