



EXHIBITOR SERVICES ORDER FORM

Exhibits: MWCEA 2026

September 13 - September 17, 2026

Exhibitor Company Name: _____ On-Site Contact: _____

Address: _____ Phone Number: _____

City, State, Zip: _____ Email Address: _____

Exhibit Services Charges				
ITEM	QTY.	ADVANCE	DAY OF	AMOUNT
Electric 110 V Single phase, and extension cord	____	\$80.00*	\$130.00*	Per Package _____
Storage/Handling/Delivery of Materials	____	\$20.00*	\$20.00*	Per Package _____
*Packages will not be delivered to the booth until storage/handling/delivery of materials payment is received.				
Storage/Handling/Delivery of Pallets	____	Call For Pricing & Instructions		
				Total Amount Due \$

Additional Information

Exhibit Material Storage & Delivery:	The hotel will only accept exhibit materials delivered within one week of event date. No freight deliveries accepted to/from the hotel unless a lift gate on the truck and exhibitor provides appropriate manpower to load deliveries on/off the truck.
Shipping Labels:	Each package must present our supplied "Receiving Slip" adhered to the left side of each box and package. Packages without the receiving slip will endanger the smooth process to have your packages delivered on time and complete.
Return Labels:	Return shipping labels require full name, address and telephone number and must be adhered to the package. You must call FedEx or UPS and arrange for pickup. Items must be picked up within 72 hours. Packages will be picked up from booth by hotel representative once labels are adhered and pickup is scheduled.
Hotel Policies:	The hotel shall not be responsible for the security of exhibits. No nails, bracing wires, staples or tape used in constructing displays may be attached to walls, floor or ceiling. All property damage at exhibitor's expense. All large exhibit items must use the freight elevator only. Permits for selling must be obtained prior to exhibit show and must be on hand during show hours.
Special Requests:	If you have any unique requirements for exhibit space, please call 410-390-4016. Once Form is completed send to Bonnie Shoemaker at Bshoemaker@ashoreresort.com

Payment Information

Prepayment is required. Once hotel receives completed form, hotel will send a secure credit card link through Serifi.

For Catering Office Use Only

Date Received: _____ Total Received: _____ Initials: _____



Receiving Slip

Name of Event:	Exhibits: MWCEA 2026
Event Start Date:	September 13, 2026
# of Total Boxes in Shipment:	
Shipper's Name:	
Shipper's Phone Number:	
Delivery Instructions:	

Box _____ of _____

(Cut Here)

Please complete the above information completely and adhere to each box on left side of formal shipping label. Feel free to make additional copies as needed.

Please refer Ashore Resort & Beach Club's Exhibitor Services Order Form for shipping and receiving guidelines.