



Advanced Warehouse Receiving Hours



2008 APWA International Public Works Congress & Exposition

Ernest N. Morial Convention Center • August 17 - 19, 2008

Common Carriers & Air Carriers

Delivery Hours: Monday-Friday, 8:00am-4:00am (first Come, first Served)

Specialized Point to Point Ground Carriers (i.e. Van Lines, etc)

1. Drivers must have 2 certified scale tickets, a light and heavy ticket for each shipment.
2. Must call 24 Hours before delivery to make an appointment. This will insure efficient unloading of specialized shipments and greatly reduce waiting times for the carrier.
3. Appointments for unloading will be scheduled between the hours of 8:30am-4:00pm The availability of time slots will be determined by GES Receiving Personnel.
4. Driver must have proper, legible bill of lading, stating Show Name, Exhibitor, and Booth Number. GES must have copy of the bill of lading.
5. Bill of lading must include piece count.
6. **Any carrier who fails to schedule a delivery appointment or does not show up at their appointed time will experience a significant delay in the unloading process and may be required to return for the next day's schedule. A \$40.00 rescheduling charge will also be applied.**

**Please contact GES Freight Receiving at
(504) 483-3794 to make an appointment
24 hours prior to scheduled delivery time.**

**Make sure you notify your carrier that an appointment is
required 24 hours in advance of delivery.**

**Thank you for your assistance in helping to maintain the efficiency of our
busy warehousing operations and in turn helping us to provide the best
possible show experience for our clients.**