

LA CROSSE CENTER

Shipping Information

ANY QUESTIONS PLEASE FEEL FREE TO REACH OUT TO BELOW:

Merrill Davis
Operation Team
P: 608.799.0151
E: mdavis@lacrossecenter.com

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, unless approval is guaranteed by the above contact. 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.**

Delivery or pick up times: Facility is open Monday through Friday rom 8:00-5:00 pm

To: (Name of Exhibitor & Booth Number)

For: (Name of Convention)

Address: La Crosse Center
300 Harborview Plaza
La Crosse, WI 54601