Society for Developmental Biology 77th Annual Meeting
Move-out Information and Outbound Shipping

We hope you had a successful event in Portland! Below is some important information regarding the move-out process.

Exhibitor move out is Monday, July 23, 2018, from 8:00 am to 10:00 am
Empty crates and cases will be returned beginning at 8:00 am on Monday, July 23, 2018
Carriers picking up from show site must check-in by 10:00 am on Monday, July 23, 2018

Please note that FedEx/FedEx Ground and UPS/UPS Ground do not pick up from the Exhibit Hall and the Portland Marriott Downtown Waterfront cannot honor shipping requests.

Outbound shipments require a Triumph Outbound Material Handling Agreement (MHA). Please see a Triumph representative during move-out if you have not already obtained a MHA.

Once materials are packed and labeled, please turn in the completed MHA to a Triumph representative before leaving the event. Without this document, if you are not there, freight cannot be released to your selected carrier. No MHA is needed if you remove show materials yourself.

You have four options for outbound shipping:

If your carrier is scheduled to pick up from the Marriott:

- Use a purple highlighted MHA to authorize the release of your goods to your selected carrier. Please be sure to indicate how you’d like us to proceed if your carrier does not arrive as scheduled - a) return to warehouse pending further instruction or b) re-route via the Triumph’s carrier. A return to warehouse fee applies but is waived if re-routed via Triumph Transportation.
- Carrier check-in deadline: 10:00 am on Monday, July 23, 2018

If you have preprinted/prepaid labels:

- For parcel shipments, you may take items to a nearby shipping location.
  - UPS, 818 SW 3rd Ave, Portland, OR 97204 (Mon – Fri: 8:30a – 7p  Sat: 8a – 5pm  Sun: CLOSED)
  - FedEx, 1400 SW 5th Avenue, Portland, OR 97201 (Mon – Fri: 7:30a – 9p  Sat: 8a – 6pm  Sun: CLOSED)
- Or, use a purple highlighted MHA to authorize the return of your goods to the Triumph warehouse for pickup using your prepaid label or Bill of Lading. A return to warehouse fee applies.

If you DO NOT have preprinted labels:

- You may authorize Triumph to ship outbound by the best, most affordable method based on size of shipment and level of service by completing the yellow highlighted MHA with pre-filled Triumph billing. Shipping will be on Triumph’s account with charges billed to exhibitor (a credit card must be on file or a payment summary completed). No return to warehouse fee applies.
- Please be sure all items are properly packed and labeled. Do not leave any shipments in the hall without an MHA