

# EXHIBITOR

SHIPPING & MATERIAL HANDLING  
INFORMATION

**National Consortium of Breast Centers**



**35th Annual  
INTERDISCIPLINARY  
BREAST CENTER CONFERENCE**

Huntington Convention Center  
Cleveland, OH





**35th Annual  
Interdisciplinary  
Breast Center Conference  
(NCoBC 2026)**

Huntington Convention Center • Cleveland, OH  
March 27-30, 2026

Dear NCoBC 2026 Exhibitor,

We are very much looking forward to working with you once again at the upcoming 2026 NCoBC Conference being held at the Huntington Convention Center in Cleveland, OH!

We are here to assist you with all your shipping and material handling needs this year! All other exhibitor services are being handled this year through NCoBC directly.

Please review the following pages carefully as they contain important information regarding shipping into the event AND out of the event as well as Material Handling fees.

We look forward to helping you have the most successful show possible. Please do not hesitate to contact us for any reason.

Sincerely,

Robin Mount-Ming  
&  
Drew Maughan

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**California Office**

(833) 784-EXPO (3976)

**Robin Mount-Ming**

[robin@centuryexposervices.net](mailto:robin@centuryexposervices.net)  
(714) 981-5966

**Drew Maughan**

[drew@centuryexposervices.net](mailto:drew@centuryexposervices.net)  
(714) 981-5965



702 South A Street—Mt. Shasta, CA 96067  
 Toll Free: (833) 784-EXPO (3976)  
 Direct: (714) 981-5966

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**CONFERENCE SHIPPING INFORMATION**

**ALL SHIPMENTS MUST DELIVER TO THE ADVANCE WAREHOUSE**  
**NO DIRECT to SHOW SITE SHIPMENTS WILL BE RECEIVED**

Century's shipping division is available to use for any shipping needs you may have. Please click [HERE](#) to request a shipping quote OR contact:

Drew Maughan  
 714-981-5965  
 drew@centuryexposervices.net

**Rates Include:**

- Unloading of crated material at our warehouse
- Storage for up to 21 days in our warehouse
- Reload materials onto trucks to deliver to show site
- Unloading of materials at show site and deliver to your booth
- Removal of empty containers from your booth, storage of "empties" during show and returning at show close
- Reloading of material onto requested outbound transportation

Exhibitors should label and consign shipments as follows:

**TO:** (Name of Exhibitor and Booth #)  
**FOR:** 35th Annual Interdisciplinary Breast Center Conference  
**C/O:** CENTURY EXPO SERVICES  
 KSS CARTAGE  
 220 EAST VIEW DRIVE—SUITE 103B

**SHIPMENTS MUST ARRIVE BETWEEN:**

**MARCH 2—23, 2026**

Any shipment arriving after this date will be charged a \$600 delivery fee to show site as well as a 30% Material Handling surcharge

**IMPORTANT SHIPPING FACTS**

- All Shipments MUST arrive with a BOL to include accurate weight OR a certified weight ticket
- Century Expo Services shall not be responsible for loss, theft, or disappearance of exhibitor's materials after they have been delivered to the exhibitor's booth
- To ship materials to the Advance Warehouse please use the pre-printed and fillable labels on our website here: [Warehouse Label](#) or here: [Satchel Insert Label](#) OR print and fill in the label you need found on pages 4 and 5
- Shipments received at the warehouse after posted deadline date of March 23, 2026 will be charged a delivery fee of \$600 per shipment in addition to a 30% Material Handling surcharge



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**CONFERENCE SHIPPING INFORMATION** continued...

**OUTBOUND SHIPPING**

The show floor must be cleared by 2pm – Monday March 30, 2026. Any and all materials remaining on the show floor and not picked up by this time will be forced off the floor and via Century Expo Services at the exhibitor’s expense. Drivers must be checked in at the dock with a Century representative by 12pm Monday– March 30, 2026 to avoid freight being forced off the show floor.

If exhibitor’s carrier does not check in by 12pm on Monday—March 30, 2026, OR if you would like your carrier to pick up at our local warehouse; Century will transport your shipment from the convention center to the warehouse:

220 East View Drive—Suite 103B, Independence, OH 44131

at the rate of \$175/ cwt (200# minimum) at the exhibitor’s expense and then the shipment MUST be picked up by Friday—April 3, 2026 to avoid storage charges.

Blank Bills of Lading and outbound shipping labels will be available at the Century Expo service desk at the end of the show.

We offer FedEx and UPS drops for pre-Labeled shipments after the show at a rate of \$1.50/ lb.

**MATERIAL HANDLING**

All charges are per cwt (100 lbs.) and are rounded up to the next 100 lbs. There is a 200 lb. minimum charge per shipment. Century will receive advance crated shipments at the warehouse and will provide up to 21 days storage prior to the show (March 2—23 2026). Century will provide delivery to booth, storage of empty packing materials, and will return outbound shipments to the loading dock when carriers arrive on Monday—March 30, 2026.

**ADVANCE SHIPMENTS TO WAREHOUSE** (Must arrive between 3/02/2026 and 3/23/2026)

\*All shipments must arrive with certified weight tickets or a BOL with an accurate weight

CENTURY EXPO SERVICES/ KSS CARTAGE  
220 East View Drive—Suite 103B  
Independence, OH 44131

**\$190.00 / 100 lbs. (200 lb. min.)**

**SMALL PACKAGE FEE**

Any individual package or multiple packages that are received at the same time that weigh a total of 100# or less will be charged a “Small Package Fee” of \$105.00—surcharges are applicable.

USE THIS SHIPPING LABEL AS IT WILL EXPEDITE HANDLING: Place at least one label on each item being shipped

# NCoBC 2026 **EXHIBITOR** **WAREHOUSE SHIPMENT**

EXHIBITOR: \_\_\_\_\_

BOOTH #: \_\_\_\_\_

**35<sup>th</sup> Annual Interdisciplinary  
Breast Center Conference**  
c/o: CENTURY EXPO SERVICES  
KSS CARTAGE LLC  
220 EASTVIEW DRIVE – SUITE 103B  
INDEPENDENCE, OH 44131

**SHIPMENTS MUST ARRIVE: March 2 – 23, 2026**

CARRIER: \_\_\_\_\_ PIECE \_\_\_\_\_ OF \_\_\_\_\_

**CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS  
OR A BOL (Bill Of Lading) WITH AN ACCURATE WEIGHT**  
\* Fedex and UPS labels are considered weight tickets for smaller shipments



USE THIS SHIPPING LABEL AS IT WILL EXPEDITE HANDLING: Place at least one label on each item being shipped

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BOOTH #: \_\_\_\_\_

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USE THIS SHIPPING LABEL AS IT WILL EXPEDITE HANDLING: Place at least one label on each item being shipped

# NCoBC 2026

# SATCHEL INSERT

## SHIPMENT

### 35<sup>th</sup> Annual National Interdisciplinary Breast Center Conference

c/o: CENTURY EXPO SERVICES  
KSS CARTAGE LLC  
220 EASTVIEW DRIVE – SUITE 103B  
INDEPENDENCE, OH 44131

SHIPMENTS MUST ARRIVE: MARCH 2 – 23, 2026

CARRIER: \_\_\_\_\_ PIECE # \_\_\_\_\_ OF \_\_\_\_\_

\*Certified weight tickets are required for all large shipments.  
Fedex and UPS labels are considered weight tickets for smaller shipments.



USE THIS SHIPPING LABEL AS IT WILL EXPEDITE HANDLING: Place at least one label on each item being shipped

# NCoBC 2026

# SATCHEL INSERT

## SHIPMENT

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### **HAND CARRY POLICY PERTAINING TO THE TRANSPORTING OF MATERIALS INTO AND OUT OF THE EXHIBIT HALL**

Exhibitors may hand carry exhibit materials into and out of the exhibit hall as long as they adhere to the following rules:

- All materials must be carried by hand by one (1) person in one (1) trip. The use of wheeled carts, hotel luggage racks or dollies are not permitted.
- The freight doors are off limits. All hand carry items must be brought into the exhibit hall using the front entrance of the exhibit hall.

Exhibitors may deliver exhibit materials in their personally owned vehicle as long as the following guidelines are met:

- A personal vehicle is described as a car, van, SUV or pick-up truck.
- Labor must be hired to transport your materials from your vehicle to your booth.\*
- A 200# maximum is the limit for hired labor and is limited to one trip per exhibitor. If the exhibitor's freight exceeds the 200# maximum or takes more than one trip, the exhibitor will be charged according to our Material Handling Policy
- Exhibitors must sign in at the Century Expo Services desk to obtain labor service

\* The cost for labor is:

\$170.00—If unloading/ loading is performed between the hours of  
8:00am and 4:30pm Monday through Friday

\$290.00—If unloading/ loading is performed prior to 8:00am or after 4:30pm Monday  
through Friday, all day Saturday, Sunday and all holidays

Any personally owned vehicle that is carrying crated or skidded freight will require a certified weight ticket and will not be unloaded until such certificate is presented. This type of freight will also be charged according to our Material Handling Form.

**Certified Weight Tickets:**     **NORTHERN STAMPING**  
12500 Elmwood Avenue  
Cleveland, OH 44111  
OR  
**PILOT TRAVEL CENTER**  
I-80 Exit 173  
Richfield, OH 44286