

Vehicle / Machinery Spotting Service

Submission Deadline: **Wednesday, August 16, 2023**

Company Name: _____ Booth: _____

Spotting is the placement or “dropping” of a vehicle, trailer or machine on the show floor and its subsequent removal from the show floor. Exhibitors with vehicle(s) or machinery, self-propelled or pushed, scheduled for display must notify Hargrove in writing of such intent.

Exhibitors with vehicular or machinery displays must complete and return the following form to Hargrove **by Wednesday, August 16, 2023**. A target move-in time for the vehicle(s) and/or machine(s) will be assigned based upon this information. Any off-target or unscheduled vehicle/machinery deliveries may be assessed additional charges.

Vehicle / Machinery Spotting Fee

\$450 per 2-axle vehicle, round-trip

\$225 for each additional axle

* Additional requirements, such as towing, will be charged on a time/materials basis.

Rules Regarding Display Vehicles and Spotting Service

- Batteries must be disconnected and taped.
- Fuel supply must not exceed ¾-tank.
- Vehicle must be furnished with a locking gas cap or a cap sealed with tape to prevent the escape of vapors.
- Refueling, or removal of fuel from vehicles, while on the premises is prohibited.
- Vehicle cannot be turned on, operated or moved during show hours.
- All spotting service orders are subject to Hargrove’s Payment Policy and Exhibitor Terms and Conditions.
- Key(s) should be available to Show Management and/or Hargrove at all times.

Item #	Circle: Vehicle (V) or Machine (M)	Weight (in lbs)	Dimensions (in inches)			Machine(s) Will Arrive:		Will assembly be required?		# of Axles	Estimated Total Fees*
			L	W	H	Crated/ Skidded	Uncrated/ Un-skidded	Yes	No		
1	V or M										
2	V or M										
3	V or M										
4	V or M										
5	V or M										
6	V or M										
Subtotal:											
Tax 6.50%:											
TOTAL:											

* Additional requirements, such as towing, will be charged on a time/materials basis.

Additional Instructions:

Contact Name: _____ Title: _____

Phone: _____ Email: _____