

Business Center

Operated by Harvest Productions

Email: bartle@harvestkc.com

Phone: 816-513-5651

Location: 2200 Lobby (13th St & Central)

Regular Hours: Monday - Friday, 8:00AM - 5:00PM

Special Hours at the request of Show Management

Shipping - UPS Ground or Air & FedEx Ground or Express

We can accept and ship any package under 150 lbs

How to address packages:

Convention Name

Vendor Name

ATTN: Business Center

301 W 13th St

Kansas City, MO 64105

Phone Number for onsite contact

> Deliveries accepted Monday-Friday

Please do not select shipping that will arrive before 8AM

**> Freight deliveries need to be coordinated
with contracted tradeshow company**

**If you would like the onsite tradeshow company to handle
your packages, please label your package in C/O "Trade
Show Company Name"**

There is a handling fee of \$15 for each package coming in and \$15 for each package going out. These fees are due at the time of pickup and drop off. We will schedule your pickup for you. Pickups are not guaranteed day of or on weekends.

Please do not send packages more than one week in advance of the show. Any packages received by the Business Center before one week will be charged a \$20 holding fee.

To avoid lines, we recommend having prepaid or return labels ready to go for ship out. Skip the line by stopping by the Business Center and pre-paying for your outgoing handling fees.

For international shipping, please have your prepaid labels and customs documents filled out and ready to go.

The Business Center is not responsible for any packages left longer than 30 days past the end of the show.



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Please note, the following items cannot be shipped:

Lighters

Electrical Equipment (Magnets and Mercury cause problems)

Household Goods (Spray Cans, Paint, and Bleach)

Perfume/Cologne (Flammable)

Photographic Supplies (Bleach, Acid, etc. - Digital items are ok)

Thermometers (Mercury)

Explosives

Large Furniture (Freight)

Alcohol

Ammunition

Antiques (High Value Items)

Artwork (Originals)

Beer & Wine

Bodily Fluids

Coins/Castings

Combustibles

Handguns

Live Animals

Lottery Tickets

Paper Money

Perishable Goods

Tobacco



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Copying, Printing, Scanning

Onsite Printing:

We offer regular copier paper:

Letter (8.5" x 11") and Tabloid (11" x 17")

> Double Sided is still considered two pages

Color Printing:

1-50 pages = \$0.65/page

51-150 pages = \$0.60/page

151+ pages = \$0.55/page

B&W Printing:

1-50 pages = \$0.19/page

51-150 pages = \$0.17/page

151+ pages = \$0.15/page

*If in need of cutting services, fees may apply.

Outsourced Printing:

We partner with Nextpage, a local company, who can help with banners, clings, flyers, business cards, etc. They will deliver directly to the Convention Center.

NextPage Contact:

Josh Shelton

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joshsh@gonextpage.com

