



SHIPPING AND HANDLING FEES

Package and parcel pick up is available at Central Receiving during the following times:

- Monday through Friday: 9 a.m. – 4 p.m.
- Weekends: Must be prescheduled, with services prepaid.

Central Receiving is located on the corner of Cigar Lane and Nina Bonnie Blvd. They may be contacted at 859.259.4289

Flat parcels and mail are exempt from this policy.

All packages must include:

- Show/Event Name
- Vendor Name
- Individual Contact Name
- Contact Phone Number

Fees for small package deliveries (UPS, FedEx, DHL, etc.):

- 1lb – 50lbs = \$5 per delivery
- 51lbs – 70lbs = \$10 per delivery
- 71lbs – 100lbs = \$20 per delivery
- Boxes over 100lbs or skids = \$50 per delivery

Storage fees:

- 1-10 boxes = \$2 per day, per box
- Over 10 boxes = \$5 per day, per box
- Boxes over 100lbs or skids = \$10 per day, per box or skid

*Note that fees to receive packages are in addition to storage fees. Storage fees begin after the first 24 hours. If packages are not claimed within two weeks will be returned to sender.

Forklift and KHP Operator (subject to availability):

- \$25 per hour with a minimum charge of 1 hour

*Note that fees to receive packages are in addition to the forklift/operator fee.

Payment required with credit or debit card. Cash is not accepted. Direct pick up and invoicing to show/event is available but requires prior approval.