



Schedule a Pickup  
International

6400 Arlington Blvd. Suite 800  
Falls Church, VA 22042

T 800-787-1800

T 703-532-0520

F 703-532-0523

www.northstarexpress.com

YOUR INFORMATION

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Country: \_\_\_\_\_

Your Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Customer Code: \_\_\_\_\_ (If known)

Your Account  
Manager: \_\_\_\_\_

Submission Date: \_\_\_\_\_

Reply by Date: \_\_\_\_\_ (If within 24 hours, please call us!)

PICKUP INFORMATION

Site: \_\_\_\_\_ (Hotel/Convention site/Office)

Address: \_\_\_\_\_

Show: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Country: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Pickup Date: \_\_\_\_\_

Time: \_\_\_\_\_ 9:00 a.m. to 4:00 p.m.

*Please check one only!* \_\_\_\_\_ 12:00 p.m. to 5:00 p.m.

\_\_\_\_\_ Special Time

Please check all that apply:

\_\_\_\_\_ Hotel \_\_\_\_\_ Special Delivery

\_\_\_\_\_ Convention Center \_\_\_\_\_ Inside Delivery

\_\_\_\_\_ Dock \_\_\_\_\_ Liftgate

\_\_\_\_\_ Weekend Delivery \_\_\_\_\_ Extra Man





*Schedule a Pickup  
International*

Do you have a US-based customs broker? \_\_\_\_\_ Yes \_\_\_\_\_ No

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Would you like NorthStar to choose a customs broker? \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you understand the paperwork required  
for shipping internationally? \_\_\_\_\_ Yes \_\_\_\_\_ No

**SPECIAL HANDLING INSTRUCTIONS**

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