

General Information

In the interest of prompt and efficient processing of Exhibitor's labor requirements for the installation and dismantling of exhibits and displays, it is urged that advance notice be provided on this order form. Exhibitors not familiar with GES' procedures for Exhibitor Supervised Labor should read the information provided on page 44. Four (4) hour minimum applies to crew calls greater than 3 workers.

Supervision

Please select one:

- ☐ **GES Supervised (ok to proceed)** GES will supervise labor to unpack and install display before exhibitor arrival at show site; and dismantle, pack and arrange to ship display after show closing. Subject to terms and conditions of all GES policies, including terms and conditions of contract, including but not limited to sub-paragraph VI, Labor. A 30% {\$65.50 minimum} surcharge will be added to the labor rates below for this professional supervision.
- ☐ **Exhibitor Supervised (do not proceed)** Exhibitor will supervise all components of installation and/or dismantling.

Rates

Straight Time

8:00am-4:30pm, Monday-Friday.

Overtime

4:30pm-8:00am, Monday-Friday, all day Saturday & thru lunch

Double Time

All day Sundays and Holidays

BY DEADLINE	POST DEADLINE
\$168.25/hour	\$218.50/hour
\$236.15/hour	\$307.45/hour
\$284.00/hour	\$369.15/hour

Labor Schedule & Estimated Charges

Installation

DATE	START TIME	END TIME	# OF HOURS	# OF WORKERS	RATE	TOTAL
						\$
						\$

Dismantle

						\$
						\$

Order Summary

Subtotal:

\$

Add 30% (\$65.50 minimum) for GES Supervision

\$

8.875% Sales Tax:

\$

Total Due:

\$

Brief description of labor request: _____

Payment

All orders must be submitted with full payment (see GES Order & Payment Summary on page 35). Note: 100% of the Estimated Labor Charges must accompany this order. If paying by check, Exhibitors must be prepared to pay any balance due at the Exhibition. This can be avoided by completing the GES Order & Payment Summary on page 35, which authorizes GES to charge an Exhibitor's credit card with the exact amount.

I agree in placing this order that I have accepted GES Payment Policy and GES Terms and Conditions of Contract.

Exhibitor

Exhibiting Collection Name (name on booth sign)

Booth Number

Telephone Number

Fax Number

Print Name

Authorized Signature

Show Site Contact

Cell Number

Return to:

Global Experience Specialist

7000 Lindell Road, Las Vegas NV 89118-4702

Tel: 800.475.2098, 702.263.1520

Fax: 866.329.1437 (usa) 702.263.1520 (intl)

Confirmation:

If you do not receive a GES email/invoice confirmation within 4 days of your order, your order has not been confirmed. In that case contact GES. Note: orders are not accepted/processed without full payment.