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Labor

LABOR INFORMATION			Discount Price	Standard Price
Straight Time	Monday - Friday	8:00 am - 4:30 pm	\$98.00	\$ 133.00
Over Time	Monday - Friday	4:30 pm - 8:00 am	\$ 146.50	\$ 199.50
	Saturday - Sunday	All Day		
Double Time	Holidays	All Day	\$ 195.50	\$ 265.50

Expo Supervisory Fee is 30% of total cost or \$60.00, whichever is greater.

Please note

- Hours are based on estimates, you will be invoiced for actual time incurred.
- Requested times are not guaranteed and are based on availability.
- Minimum one hour will be charged. Additional time will be billed in half-hour increments.
- If Labor order is cancelled within 24 hours of scheduled services, total charges will be assessed.

Is Labor for assembling sign for hanging?	YES	NO
Is Labor for laying your own carpet?	YES	NO

Installation

Your Supervisor's name: Cell phone #:				ExpoCCI supervision? YES NO		
Date	Start Time	Number of Men	Hours per Man	Rate	Expo Supervision Cost	Estimated Cost

Dismantle

Your Supervisor's name: Cell phone #:				ExpoCCI supervision? YES NO		
Date	Start Time	Number of Men	Hours per Man	Rate	Expo Supervision Cost	Estimated Cost

Please complete this section if you have chosen EXPO to supervise your installation and/or dismantling.

Set up information for installation

Please check all that apply and provide information where requested:

Booth Size:	X	
Forklift required:	YES	NO
Carpet is?	OWNED	RENTED FROM EXPO
Carpet padding?	YES	NO
Drawings	FAXED TO EXPO	SHIPPED W/EXHIBIT CRATES

Inbound Freight Information

Carrier Company Name:	
# of pieces:	Weight of shipment
is Shipment?:	Crated Uncrated
Tracking/Pro#:	
Estimated arrival date:	
Shipment to arrive at:	Warehouse Show site

Electrical Information

- Electrical should go under the carpet (diagram is attached)
- Electrical drawings are attached
- Electrical drawings are with exhibit in crate number
- Electrical drawings were sent to the official contractor

Services you have ordered (please check all that apply)

Electrical Booth	Furniture
Cleaning	Telephone/ Internet
A/V Equipment	

Inbound Freight Information

Carrier Company Name:	
Delivery Shipment to:	
Address:	
City-State-Zip:	
Type of service (air, vanline, ground, etc)	
If for any reason your shipment is not picked up by your carrier, please choose one of the following options. (Initial beside preferred option)	
Force Freight through EXPOCCI's preferred carrier:	
Send shipment back to EXPOCCI warehouse: (\$50.00 min. fee.)	

Company Name:

Booth #:

Please return via fax along with payment policy form 305-751-1298 or email to info@expocci.com

NEED

A CUSTOM BOOTH?

click here

NEED

SHIPPING TO AND FROM A TRADESHOW?



click here

NEED ANYTHING?

Phone: 305-751-1234
| Fax: 305-751-1298

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE ONLINE PORTAL (<https://expocci.boomerecommerce.com>)

Discount deadline:
September 18, 2024