

General Exposition Services

THE TRADE SHOW SERVICE CONTRACTORS

205 Windsor Road • Limerick Business Center
Pottstown, PA 19464
Phone: 610-495-8866 • Fax: 610-495-8870
Email: info@generalexposition.com

Forklift Labor Loading/Unloading

Advanced Discount Deadline Date: Friday, August 5, 2011

Bead Fest
Greater Philadelphia Expo Center
August 19-21, 2011

4000 # Capacity Forklift w/Operator

(All services are 1 hour minimum for Loading and Unloading.)

\$195 each for Unloading/Loading on Straight time

\$225 each for Unloading/Loading on Overtime

*Straight time is Monday through Friday, 8:00 AM - 4:30 PM

**Overtime consists of all hours Saturday, Sunday, Holidays, and Monday through Friday before 8:00 AM and after 4:30 PM.

All rigging, material handling labor and forklift operations must be picked up at the Exhibitor Service Desk. All work is to be performed under the supervision of an authorized exhibitor representative.

Orders received after the advance discount deadline date and orders placed at the show will be subject to a 25% surcharge.

To qualify for Forklift Rates:

- Must arrive on own company vehicle
- Must be equipment or machinery
- Must not require the storage of empty crates, pallets or packing
- Combined shipments of equipment and display items will be charged accordingly (Equipment at hourly rate, display items at cwt.)

Date Required: _____

Equipment to be moved in: _____

Approximate Weight: _____

Estimated Total Amount: _____

IMPORTANT: All orders must be paid in advance with a credit card included on the Payment Authorization Form.

Exhibiting Company: _____

Booth Number: _____

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Forklift and Equipment Labor

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EQUIPMENT & LABOR RATES

STRAIGHT TIME - 8:00 AM TO 4:30 PM Monday through Friday

DOUBLETIME - 4:30 PM TO 8:00 AM Monday through Friday, all day Saturday, Sunday & Holidays

CREW SIZE - Indicated below are MINIMUM crew requirements

LIFT CAPACITIES vary based on lift and/or boom extension. Additional crew, equipment or larger equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.

RIGGING MATERIALS, cable, clamps, shackles, turnbuckles, etc. are additional and will be charged accordingly.

FORKLIFT (One Hour Minimum Per Forklift/Crew)

Forklift Crew consists of the operator, rigger and helper.

	STRAIGHT TIME	DOUBLETIME
Forklift with Crew, Up to 2 tons/5,000 lb. Lift capacity	\$275.00	\$475.00
Forklift with Crew, 2 tons/5,000 lb. to 4 tons/8,000 lb. Lift capacity	\$310.00	\$510.00
Forklift with Crew, 4 tons/8,000 lb. to 6 tons/10,000 lb. Lift capacity	QUOTED ON REQUEST	

BOOM LIFTS *Condor Snorkel-Cherry Picker (One Hour Minimum Per Lift/Crew)

Lift crew consists of the operator, rigger and helper

Boom Lift with crew, Up to 200 lb. Lift capacity	\$350.00	\$485.00
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CRANES (Four Hour Minimum Per Crane/Crew)

Crane crew consists of the operator and two riggers.

Crane with Crew, Up to 30 tons/60,000 lb. Lift capacity	QUOTED ON REQUEST	
Crane with Crew, Over 30 tons/60,000 lb. Lift capacity		

ASSEMBLY & ADDITIONAL Crew Labor (One Hour Minimum Per Person)

Rigger Foreman	\$85.00	\$170.00
Rigger	\$82.00	\$164.00

FOR INSTALLATION, we will require the following:

Type of Equipment: _____ Describe Work to be Done: _____
 Lift Capacity: _____
 Date: _____ Time: _____ Day: _____ # of Crews: _____ x Approx. Hours: _____
 Total Hours: _____ @ Hourly Rate: _____ = TOTAL ESTIMATED COST _____

FOR DISMANTLE, we will require the following:

Type of Equipment: _____ Describe Work to be Done: _____
 Lift Capacity: _____
 Date: _____ Time: _____ Day: _____ # of Crews: _____ x Approx. Hours: _____

6/8/2011

General Exposition Services - Forklift a...

Total Hours: _____ @ Hourly Rate: _____ = TOTAL ESTIMATED COST _____

Estimated Total Amount: _____

Please transfer this total to the Payment and Charge Form.

Exhibiting Company:

Booth Number: _____

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Set-Up & Dismantle Labor Order Form

Advanced Discount Deadline Date: Friday, August 5, 2011

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In the interest of prompt and efficient processing of exhibitors labor requirements for set-up and dismantling of exhibits, it is urged that advance notice be provided on this form. Orders received at the show will be processed after advance orders in all cases.

Orders received after advanced discount deadline date and orders placed at show site will be subject to a 25% surcharge.

Display persons are assigned to orders at 8:00 AM daily and completion time of first assignments is uncertain. Therefore, starting times after 8:00 AM cannot be guaranteed, although we will make every attempt to provide labor at requested times.

You must call for labor at the service desk and bring display person back to the service desk when finished to check in labor. Failure to call for labor at requested time will result in a one-hour charge per display person requested, unless a 24 hour advance written notice is provided. If installation labor is used, dismantle labor is also required.

SERVICE #1

To save you time and personal supervision, we suggest Service #1, using our qualified personnel, trained to erect your display prior to your arrival.

You are authorized to erect our display prior to our arrival. For your information, we are forwarding blueprints, photographs or instructions. Where possible, all work should be done on straight time. In the event of shortage in shipment, or damage, please contact our representatives immediately for instructions. **A supervision charge of 30% will be added to our bill for carpenters furnished at the rate shown below.**

We will use the same service to dismantle and pack our exhibit. Before the end of the Show, shipping instructions, address, and waybill will be left at the service desk. **A supervision charge of 30% will be added to our bill for carpenters furnished at the rate shown below.**

SERVICE #2

We would like ___ carpenters available on _____ (date) at _____ (AM/ PM) for approximately ___ hours to erect our display under the supervision of our representative.

We would like ___ carpenters available on _____ (date) at _____ (AM/ PM) for approximately ___ hours to assist our representative in dismantling and packing our exhibit.

**EXHIBITORS MUST COME TO THE SERVICE DESK
TO SIGN IN AND OUT FOR MEN REQUIRED**

CARPENTER RATES

Straight Time	\$88.00 per hour	
Overtime *	\$128.00 per hour	*After 4:30 PM Daily and all day Saturday
Doubletime **	\$158.00 per hour	**Sunday and all holidays

NOTE: Starting time for all labor is 8:00 AM - One hour minimum per man. One hour increments thereafter.

PAYMENT POLICY: General Exposition Services requires all labor orders to have a credit card on file (VISA, MasterCard or American Express). Service charge of 1% on unpaid balance per month starts 20 days after invoice date.

Estimated Total: _____

Please transfer this total to the Payment Authorization Form.

Exhibiting Company: _____

Booth Number: _____