

**RETURN TO:** Global Experience Specialists, Inc. (GES) • 7000 Lindell Road, Las Vegas, NV 89118-4702 • Fax: 866.329.1437 or 702.263.1520 for international exhibitors  
Contact us Online: [www.ges.com/chat](http://www.ges.com/chat) Phone: 800.475.2098 or 702.515.5970 for international exhibitors

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

## ASDMARKETWEEK

Las Vegas Convention Center

August 2 - 5, 2015

**Form Deadline Date:**

July 16, 2015

COMPANY NAME	EMAIL ADDRESS	BOOTH NUMBER
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Please check your manual for Rules and Regulations, governing the guidelines for hanging banners, to ensure that your banner is permissible. Note that the local teamsters union claims jurisdiction on installation/dismantling of banners.

A credit card charge authorization on file with GES is required before work can be performed. See *Payment & Credit Card Charge Authorization Form* in this kit.

Please indicate location of your banner below:

All banners that are to be installed above your booth must be shipped in advance to the GES warehouse, separate from your booth samples and/or merchandise.

Hanging banners must arrive at the GES warehouse by Thursday, July 16, 2015. **Please submit Hanging Banner Labor Order Form H-2a with diagram and send banner in advance, meeting shipping requirements as outlined above.**

Please use the shipping labels provided for Banners that are included in this kit.

Use the diagram on this page to indicate the location of your banner. All banners will be hung with the bottom of the banner at the top of the 8' drape.

**The height of the banner cannot exceed 4'.**

**The overall booth height can not exceed 12'.**

All banners/signs extending above the 8' backwall drape **MUST** be installed by GES using GES materials, no exceptions. See below for rate based on the time of order.

**Any exhibitor found to have installed their own banner will be charged for 2 workers at one hour minimum labor for both the install and dismantle.**

The minimum charge for labor is one (1) hour per worker and equipment. Labor thereafter is charged in half (½) hour increments per worker and equipment for install and dismantle (2 workers required). Gratuities in any form, including cash, gifts, or labor hours for work not actually performed are prohibited by GES. GES requires the highest standards of integrity from all employees. Please call our confidential Always Honest hotline at 866.225.8230 to report fraudulent or unethical behavior. All rates are subject to change if necessitated by increased labor and material costs.

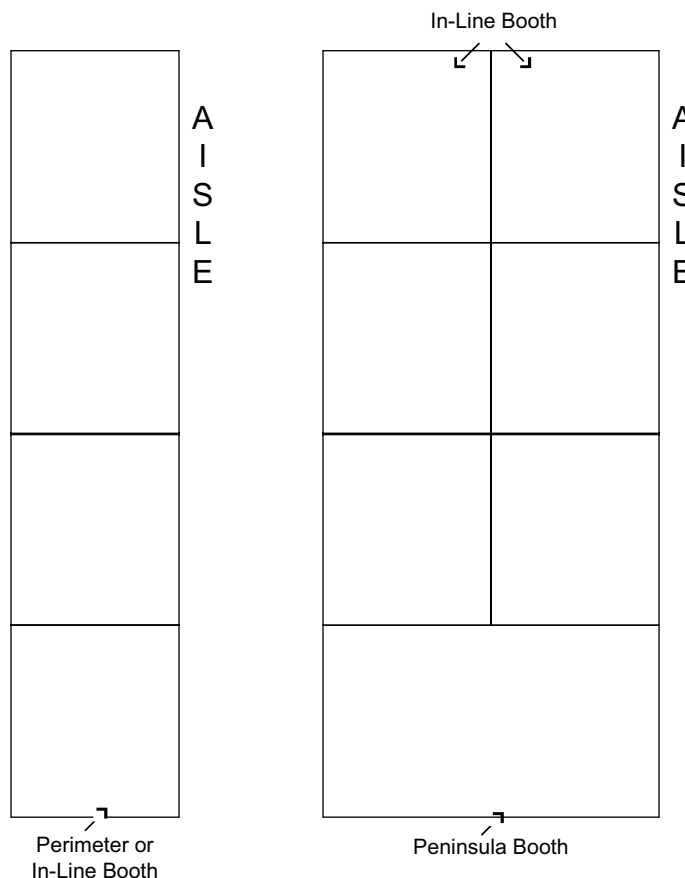
### LABOR RATES ARE AS FOLLOWS:

Worker per Hour	Discount	Regular	Show Site
Hanging Banner, ST Code: 705020	\$ 73.25	\$ 81.50	\$ 102.00
Hanging Banner, OT Code: 705020	\$ 125.00	\$ 138.75	\$ 173.50

### HANGING BANNER ACCESSORIES / MATERIAL RATES ARE AS FOLLOWS:

ITEM#	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE
300001	Base, Heavy	\$ 9.50	\$ 11.90
300039	Pipe, 9' to 16' Upright, Adjustable	\$ 33.75	\$ 42.25
702078	Plastic Ties, Zip Ties	\$ 0.25	\$ 0.30
300015	Rod, 6' to 10' Telescopic	\$ 15.20	\$ 19.00
703121	Trick Line, per Foot	\$ 0.25	\$ 0.30
702049	Wire, per Foot	\$ 0.30	\$ 0.40

Place order for Accessories on form A-1



### In order to qualify for discount pricing:

1. Banner must be received in GES Warehouse by discount deadline date
2. Hanging banner order form must be received by discount deadline date
3. Credit card or form of payment must be submitted by discount deadline date

**Straight Time:** Monday through Friday from 8:00 AM to 5:00 PM.  
\*\*Straight time rates are based on a 1 hour lunch break. Management reserves the right to charge overtime rates at 4:30 PM if a 30 minute lunch is taken.\*\*

**Overtime:** All other times Monday through Friday. All day Saturday, Sunday & Holidays.

**Discount Rate:** Rate applies to orders placed on or before the above Discount Deadline Date.

**Regular Rate:** Rate applies to orders placed after the above Discount Deadline Date, but before the first day of exhibitor move-in.

**Show Site Rate:** Rate applies to orders placed at show site

### Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | [www.ges.com/chat](http://www.ges.com/chat)



Order Directly Online:  
<https://e.ges.com/011005916/esm>

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