

RETURN WITH G-2: PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM 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

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



E3 2016
 Los Angeles Convention Center
 June 14 - 16, 2016

Form Deadline Date:
 May 16, 2016

COMPANY NAME	EMAIL ADDRESS	BOOTH NUMBER
SHOWSITE CONTACT	SHOWSITE CONTACT PHONE #	DATE/TIME OF ARRIVAL
		CONTACT'S HOTEL (OPTIONAL)

Important Information & Rates

- All lights out orders are contingent on final approval by Show Management as they may affect neighboring exhibits.
- Exhibitors at the Los Angeles Convention Center requiring "Lights Out" must request this service through GES.
- The Los Angeles Convention Center lighting system is set up in banks of three (3) lights and/or individual circuits depending upon the location in the hall.
- Some areas of the exhibit hall may require a lighting lift and crew to turn off lights. Additional charges will apply
- Please return this form GES and a GES representative will contact you on-site by June 12, 2016 to finalize your "Lights Out" request. It will be determined at that time how many lights need to be turned off and what the estimated charge for this service will be. Payment for all associated charges will be due at the time of service. The minimum charge for this service is \$38.75 per light. Additional costs may be incurred depending on accessibility, labor and equipment required. Orders for "Lights Out" service may be placed on-site, but GES can not guarantee the completion of orders placed after June 12, 2016.

Starting time can be guaranteed only when labor is requested for the start of the working day. All exhibit labor scheduled at the start of the working day will be dispatched to booth space. Confirm labor and equipment by 2:30 PM the day before date requested. If labor is not requested for the start of the working day, please have a representative pick up the crew at the labor desk and supervise the work to be done. Equipment and labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker and equipment. If Exhibitor fails to use the workers and equipment at the time confirmed, a one (1) hour "Not Ready" charge per worker and equipment will apply.

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. 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:

Lighting Lift w/Crew	Discount	Regular	Show Site
Lighting Lift w/Operator, ST Code: 705305	\$ 390.25	\$ 488.00	\$ 585.50
Lighting Lift w/Operator, OT Code: 705305	\$ 507.75	\$ 635.00	\$ 762.00

- Straight Time:** Monday through Friday from 8:00 AM to 4:30 PM.
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

Please Indicate Service

ON-SITE CONTACT: _____ **SERVICES REQUESTED:** _____
ON-SITE CONTACT PHONE #: _____ **NUMBER OF LIGHTS:** _____

Place Order Here

ITEM #	DESCRIPTION	QTY (# of lights) X	RATE PER LIGHT	=	TOTAL
700122	Lights Out Turned Out From the Control Room		\$38.75		

Schedule Labor:

SCHEDULE DATE(S)	SCHEDULE START TIME	SCHEDULE END TIME	TOTAL # OF HOURS	X	TOTAL # OF LIFT W/ CREW	X	LABOR RATE	=	TOTAL	
		AM PM								
		AM PM								
		AM PM								
		AM PM								
								A.	Total Labor Ordered	\$

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

Authorized Signature - Please Sign:

X _____ AUTHORIZED NAME - PLEASE PRINT _____ DATE _____

Please estimate the number of workers and hours per worker needed for installation and dismantling above. Invoice will be calculated according to actual hours worked, relative to the original estimate and based upon the date received. Additional labor required will be calculated and invoiced at the show site rate.

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat

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