



## UNION LABOR CHECK LIST

California is a mandatory union state, which means that all labor contracted to work at SEMICON West for an hourly wage must be part of a union organization recognized in California. San Francisco Union jurisdictions prevail over all installing and dismantling of exhibits; this does not apply to the unpacking and placement of merchandise.

You WILL need to order labor if any of the following are applicable:

- ☐ My booth space is larger than 10x10 feet
- ☐ My booth is taller than 10 feet high
- ☐ My exhibit requires hand tools for installation and dismantle
- ☐ My exhibit takes two or more people for installation and dismantle
- ☐ It takes longer than 30 minutes to install or dismantle my exhibit display (this does not include placing your products and/or materials out, but does include the structure they are placed upon)
- ☐ I will need carpet or flooring laid down
- ☐ I need electricity run to a particular location in my booth
- ☐ I have a sign or truss that needs to be hung above my booth
- ☐ It will take me more than one trip or more than one person to bring my materials into the exhibition hall
- ☐ I need a dolly or some form of wheels to bring my materials into the exhibition hall.
- ☐ I have machinery that needs to be placed in a certain location in my booth, requiring a forklift to be moved
- ☐ I would like to videotape my exhibit or presentations within my exhibit.

If any of the above items apply to you, please complete the appropriate form(s):

- Installation & Dismantle Order Form
- Electrical Labor Order Form
- Hanging Sign Labor Order Form
- Motors & Truss Order Form
- Material Handling Form
- Security Order Form

If you are using an Exhibitor Appointed Contractor (EAC) for your booth installation or dismantle please make sure they are aware of this information and submit the appropriate labor requests.

Please contact GES Exhibitor Service at [Nationalservicenter@ges.com](mailto:Nationalservicenter@ges.com) or Tel: +1. 800.475.2098 for additional information.