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

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2015

Chicago Auto Show

McCormick Place February 12 - 22, 2015 Discount Deadline Date: January 15, 2015

COMPANY NAME

SHOWSITE CONTACT

SHOWSITE CONTACT PHONE # DATE/TIME OF ARRIVAL

CONTACT'S HOTEL (OPTIONAL)

BOOTH NUMBER

PLEASE COMPLETE THIS FORM FOR ALL SCISSOR LIFT EQUIPMENT ONLY

(Please refer to the Exhibitor Rights listed on form G-6 if you have any questions regarding when union labor is required.)

- A crew will be assigned consisting of a lift with two workers.
 - For safety reasons, at GES discretion, a third worker may be assigned to the crew.

Important Information & Rates

EMAIL ADDRESS

All labor and equipment requests should be confirmed by 2:00 PM the day prior at labor dispatch. Requested start times cannot be guaranteed, however, every effort is made to meet all requests. GES reserves the right to dispatch all labor calls based upon availability of labor crews and the order that the requests are confirmed. Upon completion of the work, an exhibitor representative must return to labor dispatch to sign the completed work ticket and confirm accuracy of the work order. Equipment and labor cancelled without a 24 hour notice, or not used at the time confirmed, will be charged a 1/2 hour cancellation fee per worker and equipment ordered.

Equipment and labor are charged in half (1/2) hour increments. 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

EQUIPMENT RATES ARE AS FOLLOWS:

Equipment Only per	Rate	
Scissor Lift, Hourly	Code: 706301	\$ 145.00
Scissor Lift, Per Day	Code: 706301	\$ 690.90
Scissor Lift, Per Week	Code: 706301	\$ 2,763.65

Overtime: Double Time:

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

Monday through Friday from 4:30 PM to 12:00 AM. Saturday from 8:00 AM to 4:30 PM. All other times Monday through Saturday. All day Sunday & Holidays.

Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.

Scissor Lift orders may not be cancelled or reduced from a weekly or daily rate. All scissor lift orders require an additional labor order which will be billed separately. Please indicate below the type of labor required. You must complete a separate labor order form to accompany this order.

Select Type of Labor Required:

Carpenter (L-1 Order Form)	Decorator (L-1 Order Form)	Electrician (E-3 Order Form)

Rigger (H-2 Order Form)

		Place Order Here				
SCHEDULE DATE(S)	SCHEDULE START TIME	SCHEDULE END TIME	Hourly (# of Hours) Daily (# of Days) Weekly (# of Weeks)	TOTAL # OF X LIFTS	X RATE	= TOTAL
	AM PM	AM PM				
	AM PM	AM PM				
	AM PM	AM PM				
	AM PM	AM PM				
I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Payment Enclosed Conditions of Contract.					\$	
_Authorized Signature - Please Sig	in:					
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.

