



5931 West Campus Circle Drive
 Irving, Texas 75063
 Phone: (972) 751-9400
 Fax: (972) 751-9500
 www.packexpo.com

October 14-17, 2018
 McCormick Place
 Chicago, Illinois USA



Hanging Sign Information

RETURN FORMS BY AUGUST 27, 2018
Advance Warehouse Freight
Deadline: September 28, 2018

Hanging Sign Approval and Labor

All exhibitors must have approval from PES to install a hanging sign. Follow the steps below to ensure your sign(s) are approved and that your labor is ordered correctly.

1. Determine the type of sign that is being hung. Depending on the classification of sign, different labor unions may be required for assembly and hanging. (See labor types below.)
2. Fill out and submit forms 14d-f to PACK EXPO Services for approval.

Email: PRamirez@packexposervices.com

Mail to:

PACK EXPO Services
 5931 W. Campus Circle Drive
 Irving, TX 75063
 Attn: Phillip Ramirez

Company Name Booth Number

3. Once your sign has been approved, fill out and submit the appropriate labor order form for assembly and hanging (see forms 14g-j).
4. Ship your sign to the advance warehouse prior to September 28, 2018 to receive advanced rates on decorator labor for installation AND dismantle.

Hanging Sign / Truss Labor Types

Simple Hanging Sign/Banner Labor

- Non-electrical hanging items under 250 lbs. Examples include banners and pipe-and-fabric signage that does not have lighting or rotators.
- Assembly and hanging done by Decorator laborers through PES only. See page 14g for assembly and condor crew labor rates.
- Advance pricing may apply. See page 14g for details.
- Requires PRIOR approval by Show Management. **Requests must be submitted for approval by August 27, 2018.**

Complex/Electrical Hanging Sign Labor

- Includes all electrical hanging signs and any non-electrical hanging sign 250 pounds or more in weight.
- Assembly and hanging for non-electrical signs done by Decorator laborers through PES only. Signs requiring electricity are typically assembled by Decorators, and hung with an Electrician condor crew. Contact your CAM if you have questions regarding which labor to order.
- Advance pricing may apply. See page 14h for details.
- Drawings must be reviewed, signed and stamped by a licensed structural engineer to CERTIFY STRUCTURAL INTEGRITY AND SAFETY.
- Requires PRIOR approval by Show Management. Requests must be submitted for approval by August 27, 2018.
- Will require sign to be hung using a chain motor.
- Rotators are available. Please see Form 14i for pricing.

Truss and Hoist Rental and Labor

- Assembly and hanging for all truss is done by Electricians through PES only.
- See page 14i for assembly and condor crew pricing.
- Exhibitors may rent truss and hoists from PES, bring in from an outside vendor, or supply their own.
- All truss must be from a recognized manufacturer. Manufacturer load specifications for your truss must be at show prior to rigging.
- All lamps and fixtures attached to the truss must be in good working order and in compliance to the National Electrical Code. Place your order for overhead electrical services on the *Electrical Services Order Form*.
- All hoists must be from a recognized manufacturer and must be in good working order.



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All exhibitors must have prior approval from PACK EXPO Services to install a hanging sign. Complete forms 14d-f.

To ensure proper routing to the correct assembly and hanging crew tradesmen, please request labor for your sign using the following forms:

- Simple Hanging Signs - Form 14g
- Electrical / Complex Hanging Signs - Form 14h
- Truss and Hoist - Form 14i-j

All hanging sign labor requests must be submitted with a completed Structural Integrity Statement (Form 14d), Hanging Sign Information (Form 14e), and Hanging Sign Grid (Form 14f) or floor plan.

1 Important Information

Defined as any materials, including but not limited to, signs and machinery, which are hung from or attached to ceilings, exhibit structures or building supports. PES will be responsible for installation, assembly, and removal of all hanging signs.

Non-Electrical Hanging Items Under 200 lbs.:

- Assembly by PES.
- Hung by PES.
- Requires PRIOR approval by Show Management. Requests must be submitted for approval by August 27, 2018.

Any electrical hanging signs and any non-electric hanging sign 250 lbs. or more:

- Assembly and hung by PES.
- Drawings must be reviewed, signed and stamped by a licensed structural engineer to CERTIFY STRUCTURAL INTEGRITY AND SAFETY.
- Requires PRIOR approval by Show Management. **Requests must be submitted for approval by August 27, 2018.**
- Will require sign to be hung using a chain motor.
- Rotators are available. Please contact your Customer Account Manager for information.

Approval Procedures: All requests for hanging items must be reviewed and approved PRIOR TO MOVE-IN by Show Management. Hanging item forms (**and stamped drawings when required**) must be sent to:

PRamirez@packexposervices.com
 PACK EXPO Services
 5931 W. Campus Circle Drive
 Irving, TX 75063
 Attn: Phillip Ramirez

 Company Name

 Booth Number

FAILURE TO SECURE ALL LISTED APPROVALS MAY RESULT IN A SERVICE DELAY AT THE SHOW OR A REFUSAL TO HANG REQUESTED ITEMS.



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All exhibitors must have prior approval from PACK EXPO Services to install a hanging sign. Complete forms 14d-f.

2 Rules and Regulations

These rules and regulations provide absolute limits which cannot be exceeded under any circumstances or conditions.

1. The top of the hanging material may not exceed the height limitation specific to your booth type, building, and/or specific show rules.
2. All hanging items, regardless of size, should be constructed of lightweight materials to allow greater flexibility and ease of installation.
3. Fire Retardant regulations also apply to hanging items.
4. Hanging material pick-points must be pre-fabricated and ready for use.
5. The exact placement of any hanging items shall be determined by PACK EXPO Services to ensure minimum stress to the supporting framework and avoid contact with fire retardant beams.
6. No hanging items are to be hung from any electrical fixtures, raceways, water, gas, air, fire protection, communications lines, piping, supports or hangers.
7. All electrical and neon items must conform to the National Electrical Code and Local Electrical Code.
8. We reserve the right to refuse to hang any items that do not meet safety specifications. We will only hang items with approved hanging devices and cables that meet our hanging items guidelines.

3 Electrical General Information

PES is responsible for supervision, installation and removal of all electrical hanging signs. Supervision of the hanging of your sign will be accomplished by PES. If you wish to be present during installation, it is the responsibility of your company to have a representative available at the time of construction and installation of the hanging sign.

Remember:

1. All signs must be designed to comply with Show Management rules and regulations and facility limitations.
2. Make sure all signs have structurally engineered rigging points as well as blueprints displaying a current structural engineer's stamp.
3. Make sure your electrical hanging sign is in working order and in accordance with the National Electric Code. Place your order for electrical services and electrical labor on the Electrical Services Order Form.
4. Include exhibitor contact information with the order.
5. Include engineer-stamped assembly and hanging instructions with the order. PES accepts no liability for any work completed without such instructions, when required. Work is done at exhibitor's risk and exhibitor shall indemnify and defend PES and Show Management from any claims arising out of or related to the installation of any sign without approval drawings.
6. Setup instructions must be provided for signs needing assembly.
7. All electrical sign rigging must be approved by PES.

4 Pricing

The guaranteed Straight Time rate will be applied rather than the standard rate if the following conditions are met:

1. Hanging sign is received at the advanced warehouse by 9/28/18. ***NEW ADDRESS AS OF SEPTEMBER 17, 2018****
 PACK EXPO International/Healthcare Packaging EXPO 2018
 Exhibiting Company Name and Booth #
 c/o J&J Motor Freight and PACK EXPO Services
 3333 South Iron Street
 Chicago, IL 60608
2. Sign must be separated and clearly labeled as a hanging sign to ensure it is added to the pre-show installation schedule.
3. **All required paperwork is submitted to PES (forms 14d-f) prior to 8/27/18.**
4. Your sign has been approved for install by show management.
5. For exhibitors wishing to be present to supervise the installation of your hanging sign, Standard Rates will apply.



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Structural Integrity Statement

RETURN FORMS BY AUGUST 27, 2018
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Deadline: September 28, 2018

REQUIRED IF SUBMITTING A HANGING SIGN LABOR FORM

REQUIRED FORM

STRUCTURAL INTEGRITY STATEMENT THIS FORM MUST BE RETURNED FOR ALL CEILING-HUNG STRUCTURES

_____, the contracted exhibitor at **PACK EXPO International/Healthcare Packaging EXPO 2018** and (if applicable) _____, the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

We hereby release **PACK EXPO International/Healthcare Packaging EXPO 2018, McCormick Place, PACK EXPO Services**, and their contractors and agents from any liability in connection with this structure, and agree to indemnify and hold harmless from any loss, damage or injury arising from this equipment.

Exhibitor, as a material part of the consideration to PACK EXPO Services for material handling and rigging services under this agreement, waives and releases all claims against PACK EXPO Services, its subsidiaries and affiliated companies, their directors, officers, employees and agents with respect to all matters pursuant to this agreement.

Exhibiting Company: _____ Booth #: _____

Authorized Signature: _____

Authorized Name: _____ Date: _____

Display House/Builder: _____

(if applicable) _____

Authorized Signature: _____

Authorized Name: _____ Date: _____



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**Required Form If You Are
 Requesting To Hang A Sign.**

**Hanging Sign
 Information**

On-site contact: _____

On-site Cell Number: _____

**RETURN FORMS BY AUGUST 27, 2018
 Advance Warehouse Freight
 Deadline: September 28, 2018**

Invoicing for sign hanging will be done on actual time and materials used.

Must Be Completed (Select one sign type per order)

**1 Signage
 Specifications**

A. Is PACK EXPO Services authorized to assemble and hang your sign before you arrive?
 OK To Proceed Wait For Exhibitor

B. Is your hanging sign electrical?
 Yes No
 (If yes, please remember to order electricity for your hanging sign.)
 Lighted Rotary

C. Type of Sign
 Banner
 Grommets Pockets 1-Sided 2-Sided
 Structural
 Wood Systems Metal
 Other: _____
 Theatrical Truss
 Manufacturer: _____
 Triangle - size _____" x _____"
 Box - size _____' x _____"
 # of Structural Pick Points _____ Load @ Each Point _____ lbs/

D. Total # of Signs in Booth
 Electrical _____
 Non-Electrical _____

E. Dimension & Weight of Sign
 Height _____ Length _____
 Width _____ Weight _____ lbs.

F. Shape of Sign
 Rectangle Square Triangle Circle
 Other: _____

G. Number of Feet From Floor to Top of Sign
 (Must be in compliance with Show Rules and Regulations)
 12' (Maximum for booths under 1500 sq. ft.)
 18' (Maximum for booths 1500 sq. ft. and over)
 _____ Feet (Sign will be hung to max. height for booth size unless a **lower** height is specified.)

H. Does Your Sign Require a Chain Motor?
 Yes No

I. Is Your Sign Fireproof?
 Yes No

J. Does Your Sign Require Assembly?
 (Please include detailed instructions with your request)
 Yes No

Exhibiting Company: _____

Booth Number: _____

Print Name: _____

Date: _____

Authorizer's Signature: _____



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**Required Form If You Are
 Requesting To Hang A Sign.**

**Hanging Sign
 Information**

On-site contact: _____

On-site Cell Number: _____

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Advance Warehouse Freight
Deadline: September 28, 2018

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**2 Signage
 Location**

Must Be Completed

Using the diagram below to represent your booth, indicate how far in from each boundary you would like your sign placed. Please fill in the booth numbers of all neighboring booths. (Placement subject to approval by Show Management. Please note Rules & Regulations prior to submitting this form).

Aisle or Booth # _____ (Back of Booth)
 _____ Feet in from back aisle

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
20																					20
19																					19
18																					18
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6																					6
5																					5
4																					4
3																					3
2																					2
1																					1
0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	

Adjacent Booth#

_____ Feet
 from left
 aisle

Adjacent Booth#

_____ Feet
 from right
 aisle

Feet
 Back

Feet Over _____ Aisle # _____ (Front of Booth)
 _____ Feet in from front aisle

**3 Inbound
 Shipping
 Information**

Carrier: _____ Phone: () - _____

Date to Arrive at Warehouse: _____

*Must arrive at the advance warehouse by 9/28/18 to secure Advanced labor rate. See Forms 14a-14h.

**4 Outbound
 Shipping
 Information**

Ship To: _____

Carrier: _____ Phone: () - _____

Exhibiting Company: _____

Booth Number: _____

Print Name: _____

Date: _____

Authorizer's Signature: _____

CO-LOCATED



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RUSH

HANGING OVERHEAD SIGN

To: _____

(EXHIBITOR)

(BOOTH #)

West South North Upper Lake Lower Lake

(CIRCLE HALL)

PACK EXPO Services

c/o J & J Motor Freight

****NEW ADDRESS AS OF 9/17/2018****

3333 South Iron Street

Chicago, IL 60608

Name of Convention:

PACK EXPO International and Healthcare Packaging EXPO 2018

Do NOT Deliver Prior to August 27, 2018

Must Arrive by September 28, 2018

Carrier: _____ No. Pieces _____



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Simple Hanging Sign Labor

Use this form for hanging banners and signs under 250 lbs., that do not require electricity. Advance Rates apply only if the sign arrives at the Advance Warehouse by 9/28/18.

ARRANGING FOR THE HANGING OF SIGNAGE

Additional charges will be calculated based on the information below as well as the number of rigging points.

Materials necessary for installing the signs will be billed accordingly.

PLEASE SHIP ALL SIGNS TO THE ADVANCE WAREHOUSE ADDRESS, SEPARATED AND CLEARLY MARKED AS A HANGING SIGN. (SEE SHIPPING LABELS IN SECTION 7.)

			Advanced Price - DECO	Standard Price - DECO
1 Simple Hanging Sign Labor	Install/Dismantle - ST	2 man condor crew	\$ 566.00	\$ 650.90
	Install/Dismantle - OT	2 man condor crew	N/A	\$ 835.90
	Install/Dismantle - DT	2 man condor crew	N/A	\$1,064.85
	Install/Dismantle - ST	Additional Assembly	\$ 109.75	\$ 121.55
	Install/Dismantle - OT	Additional Assembly	N/A	\$ 188.55
	Install/Dismantle - DT	Additional Assembly	N/A	\$ 380.80

Advanced Rates Apply: If your sign is approved by show management and arrived to the advance warehouse prior to September 28, 2018, your sign will be hung by PES at the most convenient time which may be before your company's official target move-in date.

Standard Rates Apply: In the event that the order and sign are not received at the advance warehouse by September 28, 2018, the standard rates will apply. The sign will be assembled and hung when equipment and labor become available and any freight congestion is resolved. PES will begin the assembly and hanging of signs as soon as the hall is accessible.

Set-up instructions must be provided for signs needing assembly.

For exhibitors wishing to be present to supervise the installation of your hanging sign, Standard Rates will apply. It will be the responsibility of your company to have a representative available at the time of construction and installation of the hanging sign. Please fill out Exhibitor Supervised below.

EXHIBITOR SUPERVISED ONLY (Standard Rates will Apply)

Procedure	Date	Est. Start	Est. End	# of Men	# of Hrs.	Total Man Hrs.	Rate	Amount
Installation								
Dismantle								

EQUIPMENT AND 2 MAN CREW

Minimum: Half-hour
 Straight Time: 8:00 am to 4:30 pm Monday through Friday.
 Overtime: 4:30 pm to 8:00 am Monday through Friday; First (8) hours at work on Saturday up to 4:30 pm.
 Double Time: After (8) hours at work on Saturday, or after 4:30pm on Saturday; regardless of starting time.
 Crew Size: Minimum of 2 man crew under normal circumstances. However, at PES discretion, based on scope of work and safety, 3 or more men may be required.
 McCormick Place will require at least one motorized hoist installed by electricians for signs weighing over 250lbs.

NOTE: Show breaks at 3:00 pm on Wednesday, October 17, work performed from 4:30 pm to 8:30 pm shall be charged at Straight Time; 8:30 pm to Midnight, work shall be charged at Overtime (time and a half.)

The Hanging Sign Information form (Form 14e) must be completed in order to learn more about the hanging sign.

ADDITIONAL INFORMATION

CALCULATING YOUR TOTAL

All signs must be approved by Show Management to be hung. Signs without approval will **NOT** be hung.

TOTAL _____

Exhibiting Company: _____

Booth Number: _____

Print Name: _____

Date: _____

Authorizer's Signature: _____



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Electrical/Complex Hanging Sign Labor

Use this form for signs over 250 lbs. and any sign that requires electrical services. Advance Rates apply only if the sign arrives at the Advance Warehouse by 9/28/18.

ARRANGING FOR THE HANGING OF SIGNAGE

Additional charges will be calculated based on the information below as well as the number of rigging points.

Materials necessary for installing the signs will be billed accordingly.

PLEASE SHIP ALL SIGNS TO THE ADVANCE WAREHOUSE ADDRESS, SEPARATED AND CLEARLY MARKED AS A HANGING SIGN. (SEE SHIPPING LABELS IN SECTION 7.)

			Advanced Price - DECO	Standard Price - DECO	Price - ELECTRICAL
1 Electrical/Complex Hanging Sign Labor	Install/Dismantle - ST	2 man condor crew	\$ 566.00	\$ 650.90	\$ 586.00
	Install/Dismantle - OT	2 man condor crew	N/A	\$ 835.90	\$ 686.00
	Install/Dismantle - DT	2 man condor crew	N/A	\$1,064.85	\$ 781.00
	Install/Dismantle - ST	Additional Assembly	\$ 109.75	\$ 121.55	\$ 111.00
	Install/Dismantle - OT	Additional Assembly	N/A	\$ 188.55	\$ 163.00
	Install/Dismantle - DT	Additional Assembly	N/A	\$ 380.80	\$ 214.00

Advanced Rates Apply: If your sign is approved by show management and arrived to the advance warehouse prior to September 28, 2018, your sign will be hung by PES at the most convenient time which may be before your company's official target move-in date.

Standard Rates Apply: In the event that the order and sign are not received at the advance warehouse by September 28, 2018, the standard rates will apply. The sign will be assembled and hung when equipment and labor become available and any freight congestion is resolved. PES will begin the assembly and hanging of signs as soon as the hall is accessible.

Set-up instructions must be provided for signs needing assembly.

For exhibitors wishing to be present to supervise the installation of your hanging sign, Standard Rates will apply. It will be the responsibility of your company to have a representative available at the time of construction and installation of the hanging sign. Please fill out Exhibitor Supervised below.

EXHIBITOR SUPERVISED ONLY (Standard Rates will Apply)

Procedure	Date	Est. Start	Est. End	# of Men	# of Hrs.	Total Man Hrs.	Rate	Amount
Installation								
Dismantle								

EQUIPMENT AND 2 MAN CREW

Minimum: Half-hour
 Straight Time: 8:00 am to 4:30 pm Monday through Friday.
 Overtime: 4:30 pm to 8:00 am Monday through Friday; First (8) hours at work on Saturday up to 4:30 pm.
 Double Time: After (8) hours at work on Saturday, or after 4:30pm on Saturday; regardless of starting time.
 Crew Size: Minimum of 2 man crew under normal circumstances. However, at PES discretion, based on scope of work and safety, 3 or more men may be required.
 McCormick Place will require at least one motorized hoist installed by electricians for signs weighing over 250lbs.

NOTE: Show breaks at 3:00 pm on Wednesday, October 17, work performed from 4:30 pm to 8:30 pm shall be charged at Straight Time; 8:30 pm to Midnight, work shall be charged at Overtime (time and a half.)

The Hanging Sign Information form (Form 14e) must be completed in order to learn more about the hanging sign.

ADDITIONAL INFORMATION

CALCULATING YOUR TOTAL

All signs must be approved by Show Management to be hung. Signs without approval will **NOT** be hung.

TOTAL _____

Exhibiting Company: _____

Booth Number: _____

Print Name: _____

Date: _____

Authorizer's Signature: _____

14h



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Truss and Hoist

Discount Deadline:
August 27, 2018
 (excludes labor)

1 Truss and Hoist Information

PES is responsible for supervision, assembly, installation, and removal of all truss.

If you wish your representative to be present during the assembly, installation, and removal of your truss, please check the appropriate box on the Hanging Sign/Truss Order Form.

Remember:

1. All truss must be designed to comply with Show Management rules and regulations and facility limitations.
2. All truss must be from a recognized manufacturer. Manufacturer load specifications for your truss must be at show site prior to rigging.
3. Climbing on truss is strictly prohibited.
4. All lamps and fixtures to be attached to truss must be in good working order and in compliance with the National Electrical Code. Place your order for electrical services and electrical labor on the Electrical Services Order Form.
5. All hoists must be from a recognized manufacturer and must be in good working order.
6. Hoist maintenance records should be available for inspection by PES.

Description		Quantity	Advanced Price	Standard Price	Total
1 Truss and Motor Rental	One Ton Hoist	X	N/A	\$512.10	=
	Half Ton Hoist	X	N/A	\$493.70	=
	20.5" Box Truss (per foot) - Silver	X	\$ 24.61	\$ 35.15	=
	12" Box Truss (per foot) - Silver	X	\$ 22.12	\$ 31.60	=
	Corner Blocks	X	\$ 72.63	\$103.75	=
	Small Rotator under 100 lbs.	X	\$259.14	\$370.20	=
Large Rotator	X	\$517.06	\$738.65	=	

ADDITIONAL INFORMATION

All signs must be approved by Show Management to be hung. Signs without approval will **NOT** be hung.

CALCULATING YOUR TOTAL

Subtotal _____
 Add 9% Rental Tax _____
TOTAL _____

Exhibiting Company: _____

Print Name: _____

Authorizer's Signature: _____

Booth Number: _____

Date: _____



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Truss/Lighting Packages

Discount Deadline:
August 27, 2018
 (excludes labor)

By signing and delivering this form to PACK EXPO Services, Customer agrees to all terms and conditions printed in the service kit. To receive the discount, we must receive your order, along with full payment, by the deadline date above. All other orders will be processed at the regular rate. No credits will be issued on services installed as ordered even though not used.

PES is responsible for assembling and hanging all truss. However, your Company may have a representative available at the time of installation. If no one is present at the pre-assigned time, PES will install your truss on your behalf with PES supervision. PES will operate all lifts.

- All rigging must comply with McCormick Place and Show Management rules and regulations and facility limitations.
- All overhead rigging and flown objects must be assembled and disassembled by PES. Exhibitor's display company and/or I&D representatives may supervise only and will not be allowed to assemble/disassemble or install and remove rigging and flown objects. No one other than PES employees will be permitted in lifts.
- PES requires an engineered print of all truss and lighting rigging, including rigging point loads per our facility agreement. Failure to provide a DWG file of the rigging plot with load and required information three (3) weeks prior to move-in may prohibit your rig from being hung.
- Time will commence per exhibitor's request. Failure to start at the time requested will result in a four (4) hour minimum charge per stagehand person requested, unless 24-hour advance notice is provided in writing.
- Stagehand labor is based on a four (4) hour minimum.
- During run of show, there will be a 2-hour turn on/2-hour turn off charge, based on the four hour minimum.
- PES Stagehands install/dismantle all programmable dimmable lighting fixtures, video walls, audio, and projection.
- For Pre-Rigging: Please contact PES for availability.

LIGHTING DESIGNER INFORMATION - NOTE: MCCORMICK PLACE RIGGING REGULATIONS MUST BE ADHERED TO

Name: _____ Phone: () _____
 Company Name: _____

	Quantity	Advanced Price	Standard Price	Total
1 Truss/ Lighting Packages	Specify size: 20-1/2"x20-1/2" Box _____ or 12"x12" Box _____			
		X \$ 5,959.26	\$ 8,513.23 =	
	Package 1 20' Truss, 10 Par Cans or Lekos, 2 Chain Hoists, Rigging, Scissor Lift/Boom Lift			
		X \$ 11,084.26	\$ 15,834.65 =	
Package 2 80' Truss, 16 Par Cans or Lekos, 4 Chain Hoists, Rigging, Scissor Lift/Boom Lift, Dimmers/Control Console				
	X \$ 15,017.38	\$ 21,453.39 =		
Package 3 160' Truss, 32 Par Cans or Lekos, 8 Chain Hoists, Rigging, Scissor Lift/Boom Lift, Dimmers/ Control Console				
	X \$ 21,691.77	\$ 30,988.25 =		
Package 4 250' Truss, 50 Par Cans or Lekos, 9 Chain Hoist, Rigging, Scissor Lift/Boom Lift, Dimmers/Control Console				

Additional Theatrical Lighting available upon request when ordering package

Lekos (575 watts) Par 64's 1K Robotic Type Color Gels
 Cable Package Dimmers Silver Pair Bars

Cancellation Policy: Cancellations received after installation will be billed at 100%.

ADDITIONAL INFORMATION

CALCULATING YOUR TOTAL

Can't find it? Please call your Customer Account Manager (CAM) with any questions, needs or special requests.

Subtotal _____
TOTAL _____

Exhibiting Company: _____

Booth Number: _____

Print Name: _____

Date: _____

Authorizer's Signature: _____



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Truss and Hoist Hanging Labor

Use this form for hanging truss rental and labor.
 Advance Rates apply only if the sign arrives at the Advance Warehouse by 9/28/18.

ARRANGING FOR THE HANGING OF SIGNAGE

Additional charges will be calculated based on the information below as well as the number of rigging points.

Materials necessary for installing the signs will be billed accordingly.

PLEASE SHIP ALL SIGNS TO THE ADVANCE WAREHOUSE ADDRESS, SEPARATED AND CLEARLY MARKED AS A HANGING SIGN. (SEE SHIPPING LABELS IN SECTION 7.)

			Straight Time	Overtime	Double Time
1	Truss and Hoist Labor	ELECTICAL-Install/Dismantle 2 man condor crew	\$ 586.00	\$ 693.00	\$ 797.00
		ELECTICAL-Install/Dismantle Additional Electrician	\$ 111.00	\$ 166.50	\$ 222.00

EXHIBITOR SUPERVISED ONLY (Standard Rates will Apply)

Procedure	Date	Est. Start	Est. End	# of Men	# of Hrs.	Total Man Hrs.	Rate	Amount
Installation								
Dismantle								

Describe work to be done: _____

EQUIPMENT AND 2 MAN CREW

Minimum: Half-hour
 Straight Time: 8:00 am to 4:30 pm, Monday through Friday.
 Overtime: 4:30 pm to 8:00 am, Monday through Friday; First (8) hours at work on Saturday up to 4:30 pm.
 Double Time: After (8) hours at work on Saturday, or after 4:30pm on Saturday; regardless of starting time.
 Crew Size: Minimum of 2 man crew under normal circumstances. However, at PES discretion, based on scope of work and safety, 3 or more men may be required.
 McCormick Place will require at least one motorized hoist installed by electricians for signs weighing over 250lbs.

NOTE: Show breaks at 3:00 pm on Wednesday, October 17, work performed from 4:30 pm to 8:30 pm shall be charged at Straight Time; 8:30 pm to Midnight, work shall be charged at Overtime (time and a half.)

The Hanging Sign Information form (Form 14e) must be completed in order to learn more about the hanging sign.

ADDITIONAL INFORMATION

CALCULATING YOUR TOTAL

All signs must be approved by Show Management to be hung. Signs without approval will **NOT** be hung.

TOTAL _____

Exhibiting Company: _____

Booth Number: _____

Print Name: _____

Date: _____

Authorizer's Signature: _____

14k