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Table with 2 columns: SHOW NAME, SHOW SITE, SHOW DATE. Values: NOR CAL SPRING TRADE SHOW, SAN MATEO EVENT CENTER, FEBRUARY 16, 2012

DECORATOR LABOR ORDER FORM

LABOR TO SET-UP AND DISMANTLE EXHIBITS

All labor at the show will be at a 25% higher rate.

SET-UP:

NUMBER OF MEN: DATE: TIME: ESTIMATED HOURS PER MAN:

DISMANTLE:

NUMBER OF MEN: DATE: TIME: ESTIMATED HOURS PER MAN:

LABOR DUE:

TOTAL AMOUNT DUE:

SUPERVISION OF ALL LABOR IS REQUIRED. PLEASE INDICATE SUPERVISION PLAN:

PLAN-A (Exhibitor supervision) Name of Supervisor:

Starting time can only be guaranteed in those instances where men are requested for the start of the working day (8:00 AM). A ONE HOUR MINIMUM PER MAN ORDERED WILL BE CHARGED IF LABOR IS NOT PICKED UP OR CANCELLED WITH 24 HOUR NOTICE.

PLAN-B (SDC supervision)

All work is done under the direction of SDC personnel. Our charge for this service is 30% of your total labor bill (\$45.00 minimum). IN ORDER TO COMPLETE THE WORK WITHOUT YOUR REPRESENTATIVE PRESENT WE MUST HAVE SET-UP DIRECTIONS. PLEASE REFER TO THE "PLAN B" INFORMATION SHEET.

RATES: (one hour minimum per man)
REGULAR TIME: 8:00 AM to 4:30 PM weekdays \$ 98.00 per man per hour
OVERTIME: After 4:30 PM weekdays, Saturdays, Sundays and Holidays \$ 160.00 per man per hour

For processing of orders 100% payment is required of all estimated labor charges. All invoices not settled at close of show will be subject to a 25% surcharge.

COMPANY BOOTH NUMBER

ADDRESS CITY STATE ZIP

CONTACT PHONE

AUTHORIZED BY (signature)
LABOR.P65

AUTHORIZED BY (print or type)