



EXPOSITION & EVENT SERVICES

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Progressive Insurance 58th Kansas City Boat & Sportshow

January 19 - 22, 2012

Kansas City Convention Center - Bartle Hall, Kansas City, Missouri
 07-07238-12

Deadline to Return this Form:
January 02, 2012

INSTALLATION & DISMANTLE LABOR SERVICES

Plan A (Supervised by Fern Exposition & Event Services)

1001 Labor for Installation # of Laborers Req: _____ Est. Hours: _____

1003 Labor for Dismantle # of Laborers Req: _____ Est. Hours: _____

30% charge for Fern Supervised services with a minimum of \$ 60.00

Professionally trained personnel are used on installation/dismantle, and when possible, all work is performed on straight time.

Emergency Contact: _____ Phone: _____

Plan B (Supervised by Exhibitor Personnel)

1001 Labor for Installation # of Laborers Req: _____ Est. Hours: _____

Start time*: _____ End Time: _____ Start Date: _____

1003 Labor for Dismantle # of Laborers Req: _____ Est. Hours: _____

Start time*: _____ End Time: _____ Start Date: _____

Supervisor will be: _____ Phone: _____

Estimated Display Labor Cost for Advanced Payment

Installation:

Straight time _____ X _____ X _____ = _____ \$ _____
of Forklifts # of Hours # of Days Total Straight Time hours Estimated Cost

Over time _____ X _____ X _____ = _____ \$ _____
of Forklifts # of Hours # of Days Total Over Time hours Estimated Cost

Double time _____ X _____ X _____ = _____ \$ _____
of Forklifts # of Hours # of Days Total Double Time hours Estimated Cost

Plan A - Add **30%** for Fern Exposition Supervision \$ _____

Dismantle:

Straight time _____ X _____ X _____ = _____ \$ _____
of Forklifts # of Hours # of Days Total Straight Time hours Estimated Cost

Over time _____ X _____ X _____ = _____ \$ _____
of Forklifts # of Hours # of Days Total Over Time hours Estimated Cost

Double time _____ X _____ X _____ = _____ \$ _____
of Forklifts # of Hours # of Days Total Double Time hours Estimated Cost

Plan A - Add **30%** for Fern Exposition Supervision \$ _____

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Desk at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Sub Total \$ _____

Grand Total \$ _____

Cancellation of any portion of labor order within 48 hours of start will be charged one hour minimum per man of applicable hourly rate. Requests received after deadline date will be filled as work force is available.

All orders are subject to the terms and conditions as outlined on the Payment Terms & Conditions Form (TC-03) in the Exhibitor Kit.

Exhibiting Company Name: _____ Booth # _____

Installation Labor Rate		
Straight Time	\$	60.00
Over Time	\$	90.00
Double Time	\$	120.00

Charges for labor service are based on prevailing rates of labor and materials. All labor before 8:00 AM and after 4:00 PM weekdays and all hours Saturday will be charged at over time rate. Sundays and holidays will be charged at double time rate. Minimum charge one (1) hour per man & 1/2 hour increments after the first hour.

For information and cost relative to unloading and reloading, please see the Material Handling & Freight Service Order form enclosed.

Your company is encouraged to carry insurance covering potential injury, damages or loss associated with your display. Fern Exposition & Event Services will NOT be responsible for injury to personnel or display damage or loss of display materials. Liability of Fern Exposition & Event Services will be limited to a maximum of 50% of the total labor bill, not to exceed \$1000. It is important that exhibit representative check in at the service desk to pick up labor ordered. Exhibit representative must also check the labor back in at the service desk upon completion of work. All work is to be done under supervision of the exhibitor or its representative.

** Start time is approximate and is based on availability of labor.*

display labor service

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