

# LABOR ORDER FORM

ORDER ONLINE AND SAVE THE 8% ADMINISTRATIVE FEE!

## Display Labor

These craftsmen crate, uncrate materials, set-up and dismantle exhibits

STRAIGHT TIME 8:00am to 4:30pm, Monday - Friday

OVERTIME 8:00am to 4:30pm, Saturday & Sunday

4:31pm to 11:59pm, Monday - Sunday

DOUBLE TIME 12:00am - 7:59am, Monday - Sunday & all Holidays

**\*FOUR Hour Minimum per Laborer**

Start time guaranteed only when labor is requested for the start of a working day (8:00am). Labor must be cancelled 72 hours in advance of start time to avoid estimated labor charges.

**Rates: per person/per hour**

**ADVANCE PRICE SHOWSITE PRICE**

\$179.99

\$269.99

\$269.99

\$404.99

\$359.98

\$539.98

**Advance Pricing Deadline: Friday, December 15, 2023**

## INSTALLATION LABOR

☐ **Demers Exposition Supervised Labor** - Installation of your exhibit will be completed at our discretion prior to show opening. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

Emergency Contact:	Phone:
Display Contact:	Phone:

☐ **Exhibitor Supervised Labor** - Supervisor must check-in at the Demers Service Desk to pick-up labor.

Supervisor Contact:	Phone:
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Date	Start Time	No. of Laborers	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
			x		=		@		=	
			x		=		@		=	
DEMERS Supervision 30% or \$60.00 Minimum										
8% Admin Fee										
<b>Total</b>										

## DISMANTLE LABOR

☐ **Demers Exposition Supervised Labor** - Dismantle of your exhibit will be completed at our discretion at the close of the show. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

Emergency Contact:	Phone:
Display Contact:	Phone:

☐ **Exhibitor Supervised Labor** - Supervisor must check-in at the Demers Service Desk to pick-up labor.

Supervisor Contact:	Phone:
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Date	Start Time	No. of Laborers	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
			x		=		@		=	
			x		=		@		=	
DEMERS Supervision 30% or \$60.00 Minimum										
8% Admin Fee										
<b>Total</b>										

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

DES-DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108  
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[www.demersexpo.com](http://www.demersexpo.com)



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# FORKLIFT PICK SERVICE

Forklift Pick Service includes taking items off your company truck and move directly to ground level. Movement from your truck to your booth constitutes material handling order form.

- Forklift capacity is 5,000 lbs. per piece.
- Pick service will be charged per pick.
- Service can be provided during exhibitor move-in/move-out times.
- Refer to the Rate Information included on this page
- Materials shipped by other transportation to the Demers Warehouse or to show-site will be charged per hundred weight as specified in the Material Handling Services Order Form included in this Kit.

## RATE SCHEDULE

STRAIGHT TIME	8:00am to 4:30pm, Monday - Friday
OVERTIME	8:00am to 4:30pm, Saturday & Sunday
	4:31pm to 11:59pm, Monday - Sunday
DOUBLE TIME	12:00am - 7:59am, Mon. - Sun. & all Holidays

## ADVANCE PRICE

<i>Per Pick</i>	<i>Extra Assistant</i>
\$195.00	\$179.99
\$292.50	\$269.99
\$390.00	\$359.98

## SHOWSITE PRICE

<i>Per Pick</i>	<i>Extra Assistant</i>
\$235.00	\$269.99
\$352.50	\$404.98
\$470.00	\$539.98

**Advance Pricing Deadline: Friday, December 15, 2023**

To qualify for this service, items must be palletized, skidded, or in some manner able to be handled with a forklift without the need for special rigging. Please note the price is per each pick, one way.

## MOVE IN PICKS

Description	Date	Start Time	Total Weight	No. of Picks	X	Rate	=	Estimated Total Cost
					X		=	
					X		=	
Sub-Total								
<b>Order Online and save the 8% Administrative Fee!</b>						8.00% Admin Fee		
Total								

## MOVE OUT PICKS

Description	Date	Start Time	Total Weight	No. of Picks	X	Rate	=	Estimated Total Cost
					X		=	
					X		=	
Sub-Total								
<b>Order Online and save the 8% Administrative Fee!</b>						8.00% Admin Fee		
Total								

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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# CLEANING ORDER FORM

Vacuuming of booth carpet per 10'x10' booth space @ \$95.00 per day; service includes general booth vacuuming prior to the opening of the show on each day requested.

VACUUMING							
Description	Date Requested	No. of Booths	X	Rate per Day	=	Estimated Total Cost	
Vacuuming			X	\$95.00	=		
Vacuuming			X	\$95.00	=		
Vacuuming			X	\$95.00	=		
Vacuuming			X	\$95.00	=		
Order Online and save the 8% Administrative Fee!						8% Admin Fee	
						Total	

BULK SPACE VACUUMING (AREA OVER 600 SQ FT)									
Description	Date Requested	Booth Dimensions			=	TTL SQ FT	X	\$1.05	Estimated Total Cost
		L	X	W					
Vacuuming			X		=		X	\$1.05	
Vacuuming			X		=		X	\$1.05	
Vacuuming			X		=		X	\$1.05	
Vacuuming			X		=		X	\$1.05	
Order Online and save the 8% Administrative Fee!						8% Admin Fee			
						Total			

Porter service per 10'x10' booth space @ \$95.00 per day; service includes emptying of trash cans replacement of trash can liners and disposal of trash in your booth space.

PORTER SERVICE							
Description	Date Requested	No. of Booths	X	Rate per Day	=	Estimated Total Cost	
Porter Service			X	\$95.00	=		
Porter Service			X	\$95.00	=		
Porter Service			X	\$95.00	=		
Porter Service			X	\$95.00	=		
Order Online and save the 8% Administrative Fee!						8% Admin Fee	
						Total	

BULK SPACE PORTER SERVICE (AREA OVER 600 SQ FT)									
Description	Date Requested	Booth Dimensions			=	TTL SQ FT	X	\$1.05	Estimated Total Cost
		L	X	W					
Porter Service			X		=		X	\$1.05	
Porter Service			X		=		X	\$1.05	
Porter Service			X		=		X	\$1.05	
Porter Service			X		=		X	\$1.05	
Order Online and save the 8% Administrative Fee!						8% Admin Fee			
						Total			

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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# UNION JURISDICTIONS

**UNION JURISDICTIONS ARE IN EFFECT AT THE BOSTON CONVENTION CENTER  
PLEASE READ THE FOLLOWING SUMMARY OF WHEN LABOR RULES APPLY  
THESE RULES MAY IMPACT YOU AS A VENDOR:**

## **(1) If You Require Mechanized Equipment To Move Your Items:**

Work rules require that the official material handling contractor off-load all equipment and display material from commercial carriers/common carriers or van lines. The use of fork trucks, pallet jacks and lift gates are permitted only by the union managed by Demers Exposition. Exhibitors are allowed to perform their own material handling, provided they meet all of the following criteria:

Personnel performing the work must be bonafide, full-time company employees of the exhibiting company.

They must be off-loading from a company owned truck or rental vehicle, or from a car, van or truck owned by personnel of the exhibiting company. **All trucks, including co-owned or rental vehicles, with cargo area of 24' or larger in length will be off-loaded or loaded by the official material handling contractor.**

They may use only hand-operated equipment, which they have provided; two wheeled hand trucks and four-wheeled flat trucks are permitted. The use of fork trucks, pallet jacks, lift gates or any other mechanical equipment is not permitted by anyone other than the official drayage contractor.

The use of a loading dock will required your equipment be unloaded and reloaded by the official drayage contractor.

## **(2) If You Require Assistance To Set Your Booth:**

You may have your full time employees perform the work to set your booth.

The employees used **MUST BE FULL TIME EMPLOYEES** of the Exhibiting Company.

Employment ID to verify full time employment must be produced if requested.

Assistance needed in addition to your full time employees must be ordered through Demers Exposition Services.

Rigging, banner hanging and truss work are exclusive to JCALPRO. See their order forms for more detail.

## **Notice to Exhibitors Regarding use of Exhibitor Appointed Contractors:**

Exhibitor Appointed Contractors (EAC) may supervise the work performed, but employees of the EAC may not perform the actual work to set the booth.

**New England Boat Show, Boston Convention Center, January 10-14, 2024**

