

DISPLAY INSTALLATION & DISMANTLE

Event Name **Atlantic Motorcycle & ATV Show** Date(s) **February 10 - 12, 2012**
Ordering Deadline: February 6, 2012 Orders after this date must be placed on-site

Exhibiting Company: _____ Booth # _____
 Contact Name: _____
 Phone #: _____ Booth Size _____

EMERGENCY CONTACT NAME & CELL NUMBER: _____

IMPORTANT INFORMATION

- * **BOOTH DRAWINGS AND INSTRUCTIONS MUST ACCOMPANY THIS LABOUR REQUEST.**
- * Minimum 2 hour call out, per man, on labour and stand-by.
- * Global supervised rate is 25% of total labour. *Please note that Display Company/Exhibitor supervisor must be a **qualified** supervisor with general knowledge of display and all its components.*
- * **Supervised labour must check in at service desk.**
- * Start time guaranteed only at start of working day.
- * Global supervised jobs will be completed at our discretion prior to show opening.

DISPLAY BOOTH INFORMATION

Type of System _____ System Size _____
 Special tools required for installation? _____ Please specify in detail: _____

POWER: Included in Booth Pkg Ordered by Exhibitor Ordered by Display House Not Applicable
 CARPET: Hall Carpeted Included in Booth Pkg Ordered by _____ With Display
 FREIGHT- Installation: From advance warehouse *****Direct to Show Site**** Carrier: _____
 Expected number of pieces & weight: _____

*****INBOUND DIRECT SHIPMENTS TO ARRIVE DURING SCHEDULED MOVE IN TIMES ONLY*****

FREIGHT- Dismantle Return to advance warehouse Direct From Show Site Carrier: _____

ESTIMATED INSTALLATION REQUIREMENTS

Date(s) Required	Start Time	Completion Time	# of Men	x	# of Hours Per Man	Total Hours	x	Hourly Rate	Estimated Cost
				x			x	\$52.50	
				x			x	\$52.50	
Global Supervised							SUB-TOTAL		
Exhibitor/Display House Supervised							Add 25% Global Site Supervisor		
Supervisor Name & Cell # _____						ESTIMATED INSTALLATION			

ESTIMATED DISMANTLE REQUIREMENTS

Date(s) Required	Start Time	Completion Time	# of Men	x	# of Hours Per Man	Total Hours	x	Hourly Rate	Estimated Cost
				x			x	\$52.50	
				x			x	\$52.50	
Global Supervised							SUB-TOTAL		
Exhibitor/Display House Supervised							Add 25% Global Site Supervisor		
Supervisor Name & Cell # _____						ESTIMATED DISMANTLE			

SUMMARY OF DISPLAY INSTALLATION & DISMANTLE
 \$ _____
 Carry this total to Method of Payment form