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

Machine Assembly Labor

**For booth assembly/installation,
 please order from the Exhibitor
 Supervised Labor or PES Supervised
 Labor forms.**

Millwright Labor

No Discount on Labor

On-site labor is available to assist you in the assembly of your machine before the show and dismantling your machine after the show.

Millwrights			
Sunday	Monday - Friday	Saturday	Holidays
Double Time for all time worked	Straight Time 8:00 am to 4:30 pm	Over Time 6:00 am to 6:30 pm	Double Time for all time worked
	Over Time After 4:30 pm and 8 consecutive hours worked until 8:30 pm *See below.		New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
	Double Time after 8:30 pm		

• If less than 8 hours worked 4:30 pm to 6:30 pm Over Time. After 6:30 pm Double Time.

• **Example:** Carpenter worked 12:30 pm through 4:30 pm. Carpenter shall be paid Over Time until 6:30 pm and Double Time after 6:30 pm.

Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation. Price per Hour

1	Millwright Labor	Millwright Labor - Straight Time	\$126.00
		Millwright Labor - Overtime	\$189.00
		Millwright Labor - Double Time	\$252.00

EXHIBITOR SUPERVISED LABOR

Exhibitor Supervised Labor requires an on-site representative to supervise the installation and/or dismantle of the exhibit.

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

Task: _____

Onsite Contact Name: _____ **Cell Phone #:** _____

TERMS AND CONDITIONS

- Insurance: It is understood that PACK EXPO Services is not an insurer. Insurance, if any, should be obtained by the exhibitor. It is highly recommended that exhibitors arrange All Risk coverage. This can be done by endorsements to existing policies. Exhibitor's materials should be insured from the time they leave their firm until they are returned after the close of the show.
- Whenever possible, all work will be performed during Straight Time hours. The minimum charge for labor is one half-hour per man ordered, and includes the time necessary for workmen to assemble tools, report to booth, have completed work checked by custom, and return with Exhibitor to the designated labor check-in areas. All on-site orders must be secured with a credit card on file at the time labor is signed out.
- Exhibitor is required to cancel labor at least two days prior to date for which labor was ordered. Otherwise, a one half-hour per man "No-Show" charge will be billed to the exhibitor.
- Exhibitors must pick up labor at a PACK EXPO Services Desk or labor desk at the requested time. Failure to do so will cause you to be assessed a one half-hour per man charge.

ADDITIONAL INFORMATION

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

CALCULATING YOUR TOTAL

Installation Labor Subtotal _____

Dismantle Labor Subtotal _____

TOTAL _____

Exhibiting Company: _____

Booth Number: _____

Print Name: _____

Date: _____

Authorizer's Signature: _____