



BH&L Decorators, Inc.

Conventions • Trade Shows

7601 Chancellor Drive • Orlando, Florida 32809
Telephone: (800) 995-4245 • Fax (407) 851-3090

4th Annual Tour & Cruise TravelWorld

Tampa Convention Center
Tampa, Florida

March 24 - 25, 2006

Show #0276

LABOR ORDER FORM

- All labor is performed by trained & skilled personnel. To insure ample availability of labor, **PLEASE ORDER IN ADVANCE.**
- Starting time can be guaranteed only when labor is ordered for 8:00 AM. BH&L Decorators will attempt to provide labor at all other ordered times, however, in some cases it may be impossible to have labor at an exact given time.
- If service A or B (see below) is not specified, labor will not be assigned until the exhibitor reports to the labor desk.
- All labor is billed on a 1 man, 1 hour minimum. If exhibitor fails to pick up labor at time ordered, a one hour per worker no-show charge will be applied.
- As indicated on the *Notification of Intent to Use "Non-Official" Service Contractor* form, labor and services ordered for exhibitor by other contractors must be authorized prior to show setup in writing by the exhibiting company. A **Certificate of Insurance** must also be presented to BH&L prior to any other contractor beginning work on the show floor. Payment for labor and services is the responsibility of the exhibitor.
- LABOR RATES:**
\$52.00/hour - Straight time: Weekdays 8:00 AM. - 4:30 PM
\$104.00/hour - Overtime: All other hours on weekdays, Saturday, Sunday and Holidays
All labor will be billed in one hour increments.
Installation Labor: S/T (2010) OT (2020)
Dismantle Labor: S/T (2110) OT (2120)

| SCHEDULE FOR LABOR | Number of Workers | Dates Required | Time | Approx. Hours |
|--------------------|-------------------|----------------|------|---------------|
| Installation: | | | | |
| Dismantling: | | | | |

► Please Check Type of Service Required

Service A: All work performed and supervised by BH&L personnel. Please send any necessary information, blue prints, etc.

The charge for supervisory services is 30% of total labor bill with a \$52.00 minimum charge.

Installation: (2150) Dismantle: (2150)

Please Indicate:

Yes No Set-up plans attached

Yes No Photo attached

Yes No Self-contained unit

Set-up plans in crate # _____
Number of crates _____

Service B All work performed by BH&L personnel under the direct supervision of exhibitor's representative. **Should the exhibitor's representative not be present during the entire time, BH&L assumes no liability.**

Please indicate:

Exhibitor's /Rep's. Name _____

Contact Phone Number _____

Other Services Available: (Please indicate if needed)

Forklift Labor Up To 3,000 lbs:

Number of hours _____ x \$118.00 ST (2210)

Number of hours _____ x \$169.00 OT (2220)

Banding (2321) \$.83 per lin. foot + 1 hr (min) labor

Shrink Wrapping (2332) \$10.00 + 1/2 hr labor per standard pallet

Rigging, Special Equipment, Vehicle Spotting, etc:

PLEASE PRINT CLEARLY OR TYPE:

Company Name _____ Booth # _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Authorized by _____ Title _____

Signature _____



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NOTIFICATION OF INTENT TO USE "NON-OFFICIAL" SERVICE CONTRACTOR

DEADLINE DATE: FEBRUARY 24, 2006

In the event an Exhibitor plans to utilize a firm other than BH&L Decorators, Inc., the **EXHIBITOR** must complete and mail this form to:

**BH&L Decorators, Inc.
7601 Chancellor Drive
Orlando, Florida 32809
Phone: 407-851-9080**

In the event this form is not received by **FEBRUARY 24, 2006**, the "Non-Official" Contractor will not be permitted to service your exhibit.

BH&L will not bill a third party for charges incurred.

In addition, a Certificate of Insurance showing General Liability Coverage and Workman's Compensation valid in **Florida** naming BH&L Decorators, Inc., *as an additional named insured and certificate holder*, must be submitted, **together** with this form, to BH&L Decorators by your "Non-Official" Contractor no later than **FEBRUARY 24, 2006** or they will not be allowed on the floor.

The exposition floor, aisles, loading docks, service and storage areas will be under the control of BH&L Decorators. The "Non-Official" Contractor must coordinate all of its activities with BH&L Decorators, Inc.

The "Non-Official" Contractor will be responsible for all reasonable costs related to its operation, including overtime pay for stewards, restoration of exhibit space to its initial condition, freight handling charges, etc. It will be the responsibility of the "Non-Official" Contractor to remove from the floor all tape installed, any bulk trash from the booth floor and any bulk trash from the exhibit hall (such as skids or crates) or be billed accordingly by BH&L Decorators, Inc.

These requirements will be strictly enforced. In the event that these rules are not adhered to, labor must be hired through BH&L Decorators, Inc.

PLEASE PRINT CLEARLY OR TYPE

| |
|--|
| Exhibiting Company: |
| Booth #: _____ Telephone: () _____ |
| Exhibitor Contact : |
| Exhibiting Firm's Officer's Signature: |
| "Non-Official" Contractor/Display House: |
| Contractor Contact Name: |
| Contractor Telephone: () _____ |