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**?** *Questions about this form?*  
 E-mail us at [help@championexpo.com](mailto:help@championexpo.com).  
 Please include name of show.

**Booth Labor (I&D)**  
**Part 1 - Labor Supervision**

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**Order Deadline:**  
**March 16, 2009**

**Web 2.0 Expo San Francisco 2009**  
**April 1 - 3, 2009**

Exhibitor Name:	Tel. #:	Booth Number
Billing Address:	Fax #:	
City/State/Zip:	Auth. by:	

**1 Labor Install/Dismantle**  
*Calculate needs for installing and dismantling your exhibit.*

**Rates**

- **Straight-Time:** \$76.25 per man hour 8:00 a.m. to 4:30 p.m., Monday through Friday.
- **Overtime:** \$143.25 per man hour before 8:00 a.m. and after 4:30 p.m., Monday through Friday, and all hours on Saturday, Sunday and observed union holidays, where applicable.

**PLEASE NOTE: TUESDAY, MARCH 31, 2009 IS A HOLIDAY. OVERTIME RATES APPLY.**

- **Orders placed on show site:** Add 20% to hourly rates.
- **All rates are charged at a one-hour minimum.**

**Calculate Labor**

	Date	Time	Number of Men	Total Hours	Rate per Man	Total Cost
Installation .....	<input type="text"/>	<input type="text"/>	<input type="text"/> x	<input type="text"/>	<input type="text"/>	= \$ <input type="text"/>
Dismantle .....	<input type="text"/>	<input type="text"/>	<input type="text"/> x	<input type="text"/>	<input type="text"/>	= \$ <input type="text"/>
<b>(One-hour minimum) Total Labor Cost:</b>						\$ <input type="text"/>

**2 Supervision of All Labor is Required.**  
*Please select supervision plan.*

**Exhibitor Supervision**

All labor performed under the supervision of Exhibitor. Starting time guaranteed only in those instances where labor is requested for the start of the work day; i.e., 8:00 a.m. Twenty-four (24) hour notice is required for cancellation of labor services. If such notice is not provided, and laborers ordered are not picked up, exhibitor will be charged one hour minimum per laborer ordered. Exhibitor **MUST** check in at the Champion Service Desk to pick up labor ordered, and check out labor at Champion Service desk upon completion of work.

Representative Name/Company

**Champion Supervision**

All labor performed under the supervision of Champion. **Our fee for this service is 50% of exhibitor's total labor bill .** In order to perform the labor without exhibitor's representative present, Champion **MUST** have detailed set-up instructions (blueprints/floor plans, etc.) with this labor order. Exhibitor must also include outbound shipping instructions with this labor order. (SEE NEXT PAGE – BOOTH LABOR, PART 2)

Total Labor Cost (from 1, above): ..... \$

Champion Supervision Fee (multiply Total Labor Cost x 50%): ..... \$

**Total Booth Labor:** \$

**Full payment must accompany order. PLEASE, NO TELEPHONE ORDERS.**

Credit Card Authorization **MUST** be on file with Champion Exposition Services before any goods or services will be rendered regardless of your preferred method of payment. By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Limits of Liability statements contained herein.