

Return to:



EXPOSITION & EVENT SERVICES

3752 Crittenden Drive Louisville, Kentucky 40209-1122
Telephone: 502.367.0254 Fax: 502.368.0284

FORKLIFT WITH OPERATOR SERVICE ORDER FORM

(THIS FORM IS NOT FOR UNLOADING AND RELOADING -
SEE DRAYAGE SERVICE)

DEADLINE **October 31, 2011**

for return of this form:

Cancellation: Cancellation of any portion of labor order within 48 hours of start will be charged 1 hour minimum per man at the applicable hourly rate.

Late Request: Request received on-site will be filled as work force is available.

LABOR WITH FORKLIFT TO RIG IN BOOTH

If your exhibit includes large header signs, cantilever structures, heavy display components or machinery which cannot be lifted in place by display carpenters, you will require a forklift with operator in your booth for installation and removal. The forklift with operator cost to the exhibitor is billed at hourly increments with a one (1) hour minimum. If additional decorators are required, prevailing decorator labor charges will be assessed. If you have forklift questions, please call Fern at 502-367-0254. **It is important that exhibit representative check in at service desk to pick up labor ordered.**

ORDER FOR FORKLIFT FOR IN-BOOTH WORK

ORDER:	Number of Men Required	Estimated Hours (one hour increments) Each Man	Start Date	Start Time	Estimated Finish Time	Estimated Total Time
(1005) Labor for Installation						
(1007) Labor for Dismantle						

RATES: ESTIMATED RIGGING LABOR COST FOR ADVANCE PAYMENT

Charges for forklift are based on prevailing rates for labor and materials. All labor before 8:00 A.M. and after 4:30 P.M. weekdays, all day Saturday, Sunday and holidays will be charged at the Overtime rate. Forklift and operator is billed at hourly rate with a minimum charge of one (1) hour per man, billed in one (1) hour increments. For information and costs related to Labor To Install Displays, Labor To Hang Signs, or Labor For Unloading Services - refer to other forms in this Service Kit.

INSTALLATION	
_____ # of Fork/operators x _____ # of hours per man x _____ # of days _____ Total straight time hours x \$158.00 / hr.	= _____
_____ # of Fork/operators x _____ # of hours per man x _____ # of days _____ Total over time hours x \$216.00 / hr.	= _____
Add 30% if supervised by Fern (\$ 50.00 min.)	= _____
DISMANTLE	
_____ # of Fork/operators x _____ # of hours per man x _____ # of days _____ Total straight time hours x \$158.00 / hr.	= _____
_____ # of Fork/operators x _____ # of hours per man x _____ # of days _____ Total over time hours x \$216.00 / hr.	= _____
Add 30% if supervised by Fern (\$ 50.00 min.)	= _____

NOTE:

Your company is encouraged to carry insurance covering potential damages or loss associated with your display. Fern will NOT be responsible for damage or loss of display materials. In any case, the liability of Fern will be limited to a maximum of 50% of the total labor bill, not to exceed \$1000.

Yes, I have completed and enclosed the Payment Form

No credit will be given after close of event on items or services ordered, but not received.
If you have a problem please see Fern Service Personnel at the event site prior to opening.



Sub Total: \$ _____

\$ **NO TAX ON LABOR** _____

TOTAL: \$ _____

Name of Event **DOD Maintenance Symposium & Exhibition #4-5354-11** Booth# _____ Phone () _____

Firm Name _____ Fax # () _____

Address _____ E-Mail _____
Street City State Zip Code

Print/Type Name _____ Signature _____ Date _____

All orders are subject to the terms and conditions as outlined on the payment form.