

# CLEANING ORDER FORM

Progressive Insurance Norwalk Boat Show, Norwalk Cove Marina, September 20-23, 2018

Order Online and Save the 8% Administrative Fee

Vacuuming of booth carpet per booth space @ \$55.00 per day; service includes general booth vacuuming prior to the opening of the show on each day requested.

## VACUUMING

Description	# of Booths		# of days		Rate per day	Total
Vacuuming		X		X	\$55	
					8.00% Admin Fee	
					<b>Total</b>	

Porter service per booth space @ \$55.00 per day; service includes emptying of trash cans replacement of trash can liners and disposal of trash in your booth space.

## Porter Service

Description	# of Booths		# of days		Rate per day	Total
Porter		X		X	\$55	
					8.00% Admin Fee	
					<b>Total</b>	

Order Online and Save the 8% Administrative Fee

Company Name: \_\_\_\_\_ Booth# (if known): \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_ Date: \_\_\_\_\_  
Authorized by: \_\_\_\_\_ Signature: \_\_\_\_\_  
Email: \_\_\_\_\_

DES-DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108  
860.882.0003 – Fax 860.761.0070 – Email info@demersexpo.com  
www.demersexpo.com



**Demers  
Events  
& Expo  
Services**

# LABOR ORDER FORM

**ORDER ONLINE AND SAVE THE 8% ADMINISTRATIVE FEE!**

## Display Labor

These craftsmen crate, uncrate materials, set-up and dismantle exhibits

STRAIGHT TIME 8:00am to 4:30pm, Monday through Friday  
 OVERTIME 4:30am to 8:00pm, Monday through Friday and all weekends  
 DOUBLE TIME Holidays

**\*Two Hour Minimum per Laborer**

## Rates: per person/per hour

<b>ADVANCE PRICE</b>	<b>SHOWSITE PRICE</b>
\$85.50	\$128.25
\$128.25	\$192.38
\$171.00	\$256.50

**Advance Pricing Deadline: Thursday, September 6, 2018**

Start time guaranteed only when labor is requested for the start of a working day (8:00am). Labor must be cancelled 24 hours in advance of start time to avoid estimated labor charges.

## INSTALLATION LABOR

**Demers Exposition Supervised Labor** - Installation of your exhibit will be completed at our discretion prior to show opening. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

Emergency Contact:	Phone:
Display Contact:	Phone:

**Exhibitor Supervised Labor** - Supervisor must check-in at the Demers Service Desk to pick-up labor.

Supervisor Contact:	Phone:
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Date	Start Time	No. of Laborers	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
			X		=		@		=	
			X		=		@		=	

DEMERS Supervision 30% or \$60.00 Minimum

8% Admin Fee

**Total**

## DISMANTLE LABOR

**Demers Exposition Supervised Labor** - Dismantle of your exhibit will be completed at our discretion at the close of the show. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

Emergency Contact:	Phone:
Display Contact:	Phone:

**Exhibitor Supervised Labor** - Supervisor must check-in at the Demers Service Desk to pick-up labor.

Supervisor Contact:	Phone:
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Date	Start Time	No. of Laborers	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
			X		=		@		=	
			X		=		@		=	

DEMERS Supervision 30% or \$60.00 Minimum

8% Admin Fee

**Total**

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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# LIABILITY AND INSURANCE BULLETIN

Progressive Insurance Norwalk Boat Show, Norwalk Cove Marina, September 20-23, 2018

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for damage to uncrated materials, improperly packed materials, or concealed damage.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of exhibitor's materials after same have been delivered to exhibitor's booth.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of materials before they are picked up from exhibitor's booth for reloading after the event. Bills of lading covering outgoing shipments which are furnished to DEMERS EXPOSITION SERVICES, INC. by exhibitors will be checked at time of our actual pick-up from booth and corrections made where discrepancies occur.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, damage or delay due to fire, acts of God, strikes, lockouts or work stoppages of any kind, or to any causes beyond its control.

DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to physical loss or damage to the specific article which is lost or damaged, and in any event, DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to \$0.30 per pound.

DEMERS EXPOSITION SERVICES, INC. shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs which may result from any loss or damage to an exhibitor's materials which may make it impossible to exhibit same.

The consignment or delivery of a shipment to DEMERS EXPOSITION SERVICES, INC. by an exhibitor, or by any other shipper on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin.

EXHIBITORS REQUIRING ADDITIONAL INSURANCE COVERAGE SHOULD ARRANGE TO PLACE SAME THROUGH THEIR AGENT OR BROKER.

