

# CLEANING ORDER FORM

Order Online and Save the 8% Administrative Fee

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

## VACUUMPING

Description	# of Booths		# of days		Rate per day	Total
Vacuumping		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 assessed 8% Administrative Fee!*

**Journeyman Labor-**

These craftsmen crate and uncrate materials, set up and dismantle exhibits  
 STRAIGHT TIME 8:00am to 4:30pm, Monday through Friday  
 OVERTIME 4:30pm to 8:00am, Monday through Friday; and weekends  
 DOUBLE TIME Holidays

Rates: per person/per hour	
Discount Price	Showsite Price
\$85.50	\$110.00
\$128.25	\$165.00
\$171.00	\$220.00

**Two Hour Minimum Per Laborer**

**Advance Pricing Deadline:  
September 7, 2017.**

Start time guaranteed only when labor is requested for the start of the working day (8:00am).  
 Labor must be cancelled in writing, 24 hours in advance 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 Demers Service Desk to pick-up labor.

Supervisor Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs Per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____	= _____	@ \$ _____	= \$ _____
_____	_____	_____ x	_____	= _____	@ \$ _____	= \$ _____
						DEMERS Supervision (30%/60.00) = \$ _____
						8% Admin Fee = \$ _____
						Total = \$ _____

**DISMANTLE LABOR**

**Demers Exposition Supervised Labor**

Demers Exposition will not be responsible for product or literature that is not properly packed and labeled by exhibitor.  
 The charge for this service is 30% of the total dismantle labor bill, or a minimum of \$60.00.

Emergency Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 Display Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

Supervisor Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs Per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____	= _____	@ \$ _____	= \$ _____
_____	_____	_____ x	_____	= _____	@ \$ _____	= \$ _____
						DEMERS Supervision (30%/60.00) = \$ _____
						8% Admin Fee = \$ _____
						Total = \$ _____

Company Name: \_\_\_\_\_ Booth# (if known): \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_ Date: \_\_\_\_\_  
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Demers  
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Progressive Insurance Norwalk Boat Show, Norwalk Cove Marina, September 21-24, 2017

# LIABILITY AND INSURANCE BULLETIN

Progressive Insurance Norwalk Boat Show, Norwalk Cove Marina, September 21-24, 2017

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.

