

F R E E M A N

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**ORDER FORM
DEADLINE DATE
OCTOBER 7, 2011**

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **SEMA SHOW 2011 / NOVEMBER 1-4, 2011**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to www.myfreemanonline.com

HANGING SIGN LABOR AND EQUIPMENT

INSTRUCTIONS

- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging signs must be assembled and installed by FREEMAN. Exhibitors, display company and/or I&D representatives may supervise, but will not be allowed to assemble or install the hanging sign. Please complete the enclosed Labor Order Form for labor to assemble your hanging sign.
- Set up instructions must be provided for signs needing assembly.
- Hanging anchor points must be pre-fabricated and ready for use.
- Overhead hanging signs are to be sent in separate containers directly to the advance warehouse using the enclosed Hanging Sign Labels. This container **MUST** arrive no later than OCTOBER 21, 2011. If these procedures are not followed, you will not receive the discounted rate and FREEMAN cannot guarantee the hanging of your sign.
- Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE Order Form.
- If any hang point supports over 250 lbs., notify FREEMAN immediately for special authorization. **See enclosed LVCC Rigging Regulations.**
- **LVCC Rigging Regulations must be adhered to in order to complete your hang.**
- **All signs will be hung 16' from the ground to the top of the sign unless noted below.**
- **All signs must adhere to the SEMA rules regarding hanging signs.**

SIGN DESCRIPTION, SIZE & WEIGHT

- For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points can be determined.

Type: Cloth Banner _____ Metal or Wood _____ Other _____

Shape: Square _____ Triangle _____ Rectangle _____ Other _____

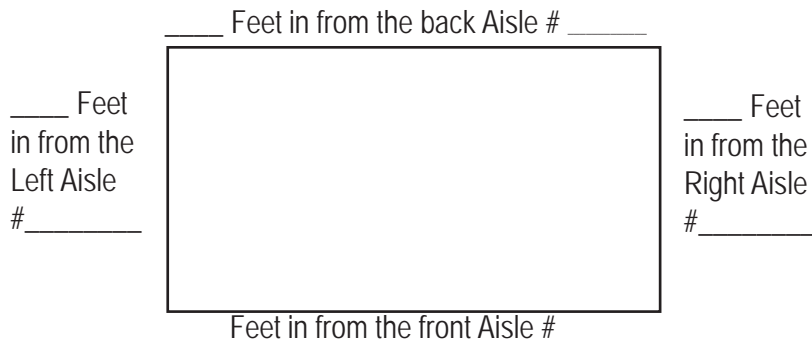
Size: Height _____ Length _____ Width _____

Weight of Sign: _____

Does Your Sign Require: Electricity _____ Assembly _____

PLACEMENT DIAGRAM

- Use diagram to the right to represent your booth space. Indicate how far in from each boundary you would like your sign placed.
- The ceiling structure and relation to the support beams may require your sign to be moved from your specified location.



Number of feet from floor to top of sign: ____

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For Assistance, please call 702-579-1400 and ask to speak with our I & D Department.

HANGING SIGN LABOR AND EQUIPMENT

Description	Advance Price	Show Site Price
HANGING SIGN RATES:		
Condor		
Condor with crew.....	\$ 510.25	\$ 663.25
Sign Assembly		
Sign Assembly/Ground Labor	\$ 100.75	\$ 131.00
Electrical Assembly/Ground Labor		
Straight Time: 8:00 A.M. to 5:00 P.M. Monday through Friday		
Overtime: 5:00 P.M. to 8:00 A.M. Monday through Friday and all day Saturday, Sunday and Holidays.		
Electrical Assembly/Ground Labor - Straight Time	\$ 85.50	\$ 111.25
Electrical Assembly/Ground Labor - Overtime	\$ 161.75	\$ 210.25

EQUIPMENT WITH CREW:

Rates are per lift and crew per hour. Condor/Crew consists of condor, operator, and rigger. Ground Labor/Labor to Assemble charged additionally.

Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.

MATERIALS:

Cables, clamps, etc. additional and charged accordingly.

PLEASE NOTE:
Orders received after the OCTOBER 7, 2011 deadline are not guaranteed to be filled and additional penalties will apply.

INSTALLATION LABOR

Emergency contact: _____ Phone Number: _____

Exhibitor Supervised Labor

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	_____	_____	@ \$ _____	= \$ _____

Subtotal	\$ _____
Tax 8.1%	\$ _____ N/A _____
Total Cost	\$ _____

DISMANTLE LABOR

Emergency contact: _____ Phone Number: _____

Exhibitor Supervised Labor

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	_____	_____	@ \$ _____	= \$ _____

Subtotal	\$ _____
Tax 8.1%	\$ _____ N/A _____
Total Cost	\$ _____

**STRUCTURAL INTEGRITY STATEMENT
 MUST ACCOMPANY ORDER**

FREEMAN hanging sign labor