



CARPENTER LABOR ORDER FORM

LABOR WORK RULES ARE SUBJECT TO CHANGE WITHOUT NOTICE

Carpenter Rates	S.T.	O.T.	P.T.
Carpenter	\$ 103.00	\$ 155.00	\$ 180.00
Foreman/Steward	\$ 103.00	\$ 155.00	\$ 180.00
General Foreman	\$ 103.00	\$ 155.00	\$ 180.00

Installation

Date:	Time:	Number of Men:
Date:	Time:	Add'l # of Men:
Date:	Time:	Add'l # of Men:

All labor calls are a 4 (four) hour minimum. Please list the date, time, and number of men needed for the first 3 (three) days of installation of your display. Your supervisor should contact a CSS representative each day to confirm the following day's order. Any changes to this order prior to the first installation date must be submitted to our office in writing. Shift work is available in 12-hour shifts. Please contact CSS for shift work rules and rates. If you have any questions, please contact our office.

Display Houses are allowed to have as many non-working supervisors as they deem necessary.

Please note that the Steward and General Foreman hours will be calculated and divided among all the exhibitors using carpenter labor for that day. **These hours will be issued on a separate work order.**

Starting time can be guaranteed only when exhibit labor is requested for the start of the working day (7 a.m.). All exhibit labor scheduled at the start of the working day will be dispatched to booth space as requested. For all other starting times, labor will be dispatched as soon as it becomes readily available.

Gratuities are not recommended. All labor is paid appropriate wages, therefore, tipping of any kind is not necessary.

CSS will not allow labor to exceed 17 consecutive hours.

WHEN ORDERING CARPENTERS ON THE SHOW FLOOR, YOUR ORDER MUST BE PLACED NO LATER THAN 1:00 P.M. THE DAY BEFORE LABOR IS REQUIRED.

Company Name:		
Exhibitor Name:		
Address:		
City:	State:	Zip:
Email Address:		Phone:
Authorized Signature:	Print Name:	
Show Site Contact Authorized to Sign for Labor:		
Show Site Contact Phone Number and Email:		

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