F R E E M A N
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Anaheim, CA 92805
(714) 254-3410 Fax: (469) 621-5606
FreemanAnaheimES@freemanco.com

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

FREEMAN electrical labor

NAME OF SHOW: **ERE EXPO SPRING 2010 / MARCH 16-17, 2010**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 714-254-3410 to speak with one of our experts.

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

ELECTRICAL LABOR

LABOR RATES

Straight Time ..... **$ 113.50 per hour**
Monday - Friday, 8:00 am - 4:30 pm (Excluding Holidays)
Overtime ..... **$ 227.00 per hour**
Monday - Friday, 4:30 pm - 8:00 am All day Saturday, Sunday and Holidays

STEP 1

Review the list of work below to determine if electrical labor is required in your booth. None of the following services may be performed by other Unions, I & D houses or Exhibitors, as it falls under electrical jurisdiction. Time and material charges will apply.

Labor Is Required For:

1 Floorwork - Distribution of electrical under carpet and flooring.

2 Boothwork - Distribution of electrical overhead (more than one drop location in your booth) and/or through booth structure.

3 Hook Up - Connection and hard-wiring of all 208 or higher voltage services, electrical motors, dimmers, disconnects or sound and projection equipment.

4 Lighting -
- a) Assembly and installation of all mechanically fastened static lighting when wattage exceeds 2000 watts or more than 4 lights.
- b) Assembly, installation and dismantle of electrical headers and/or light boxes.

5 Truss Work -
- a) Assembly and installation of all lighting hung from truss or beams (for shows in San Francisco this includes assembly and hanging of the truss), overhead lighting and distribution of power cables throughout the truss.
- b) Assembly of ground support truss specifically for lighting (more than 4 lights or greater than 2000 watts).

6 Signage - Wiring of overhead signs.

7 Inspection - All Exhibitor's power panels and equipment pre-wired to plug into Freeman systems.

8 Cabling - Coaxial and/or communication cable distribution within booth. (Exhibitor must supply cable).

9 Lift Services -
- a) Forklift
- b) Scissorlift
- c) Boom Lift

10 Miscellaneous-
- a) Any electrical distribution and/or mechanical fastening to the exhibit or display of all electrical equipment, lighting fixtures, power tracks, etc.
- b) Mounting of single monitors over 6' (to include plasma screens, LCD & CRT) and installation of hanging brackets.
- c) Changes to or the addition of electrical connectors to electrical apparatus.
- d) If the combination of all outlets is greater than 2000 watts/20amps or voltage is higher than 120 volt.

STEP 2 (Applicable to Floorwork only)

Complete the authorization below and submit a scaled floor plan indicating a main power drop, exact outlet locations (with wattage or amperage) complete with dimensions and booth orientation indicating surrounding aisle or booth numbers. See example on reverse. Please also submit the Freeman Method of Payment Form with credit card information. Floorwork can only be completed in advance with a credit card on file and upon receipt of an acceptable floor plan and authorization to proceed. It is highly recommended to choose this option so that work is completed prior to your arrival and booth set up can begin immediately.

☐ **Authorized to proceed without supervision based on accompanying floor plan. Method of Payment attached.**

Installation to be complete by: Date_____ Time: _____

Authorized Signature: _____ Print Name: _____

If a company representative prefers to be present during electrical distribution, please reference Step 1 to determine what type of labor you require for your booth. Once your requirement has been determined, please complete Step 3 on reverse side with your choice.

***YOUR SIGNATURE ABOVE DENOTES ACCEPTANCE OF ALL TERMS AND CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.**

See Reverse Side For Additional Information And Conditions

NAME OF SHOW: **ERE EXPO SPRING 2010 / MARCH 16-17, 2010**

COMPANY NAME: BOOTH#:

CONTACT NAME: PHONE#:

STEP 3

Indicate the preferred date and time that labor and/or lift is required. (Start times cannot always be guaranteed). If no time is provided, work will be performed on a first-come, first served basis only upon request. Please visit the Freeman service desk to confirm that you are ready for service. If electricians are dispatched at time of request and no supervision is available, a minimum one hour labor charge per electrician will apply.

NAME OF ON-SITE AUTHORIZED REPRESENTATIVE:_____

(Enter applicable # from Step 1)

Labor Request Day _____ Date _____ Time _____ # of Electricians _____ Type of Work _____

Day _____ Date _____ Time _____ # of Electricians _____ Type of Work _____

Lift Request Day _____ Date _____ Time _____ Est. # of Hours _____ Type of Lift _____

CANCELLATION POLICY

A 50% refund will be applied to electrical outlets cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

TERMS & CONDITIONS

1 Straight time rates apply to labor calls between the hours of 8:00 am and 4:30 pm, Monday through Friday. Overtime rates apply to labor calls before 8:00 am and after 4:30 pm, Monday through Friday, all day Saturday, Sunday and Holidays.

2 Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.

3 A minimum charge of one hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of 1 hour. Labor charges for dismantle will be one-half of the installation charge and will be automatically applied to your invoice.

4 Charges for labor commence at time of dispatch to service the labor call. A one hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.

5 Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.

6 Every effort will be made to dispatch electricians as requested but start times cannot be guaranteed. 8:00 am calls will be filled on a first-come first served basis as orders are received.

7 Electrical services provided to Island booths require labor and material charges for distribution. Exhibitors may supply their own 14 gauge, 3 wire extension cords and/or power strips, both of which must be grounded and UL approved.

8 Lift equipment required for installation and dismantle purposes can be rented on an hourly basis, with a one hour minimum. At least one crew will be required to operate the equipment.

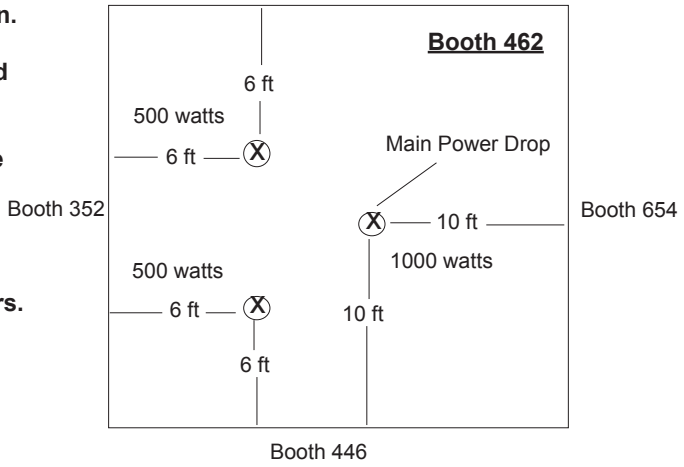
9 Claims will not be considered, or adjustments made, unless filed in writing, by Exhibitor, prior to the close of the event.

10 Freeman is not responsible for any damage or loss caused by the loss of power beyond its control and Exhibitor agrees to hold Freeman, it officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. Exhibitor shall indemnify and hold harmless Freeman, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines penalties or costs of whatsoever nature (including reasonable attorneys' fees) arising out of or in any way connected with Exhibitor's actions or omissions under this Agreement.

EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOORWORK

Please indicate the following on the floor plan.

1. **Location of the main power drop - please provide specific dimensions and wattages/amperages.**
2. **Location and load of all outlets - please provide specific dimensions and wattages/amperages.**
3. **Booth orientation - please provide surrounding aisle and/or booth numbers.**



FREEMAN electrical labor

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ELECTRICAL SERVICES

The grid below may be printed to layout your electrical requirements for booths up to 40 x 40 or used as a sample to develop your own plan for larger exhibits. Please complete as clearly as possible, indicating the following:

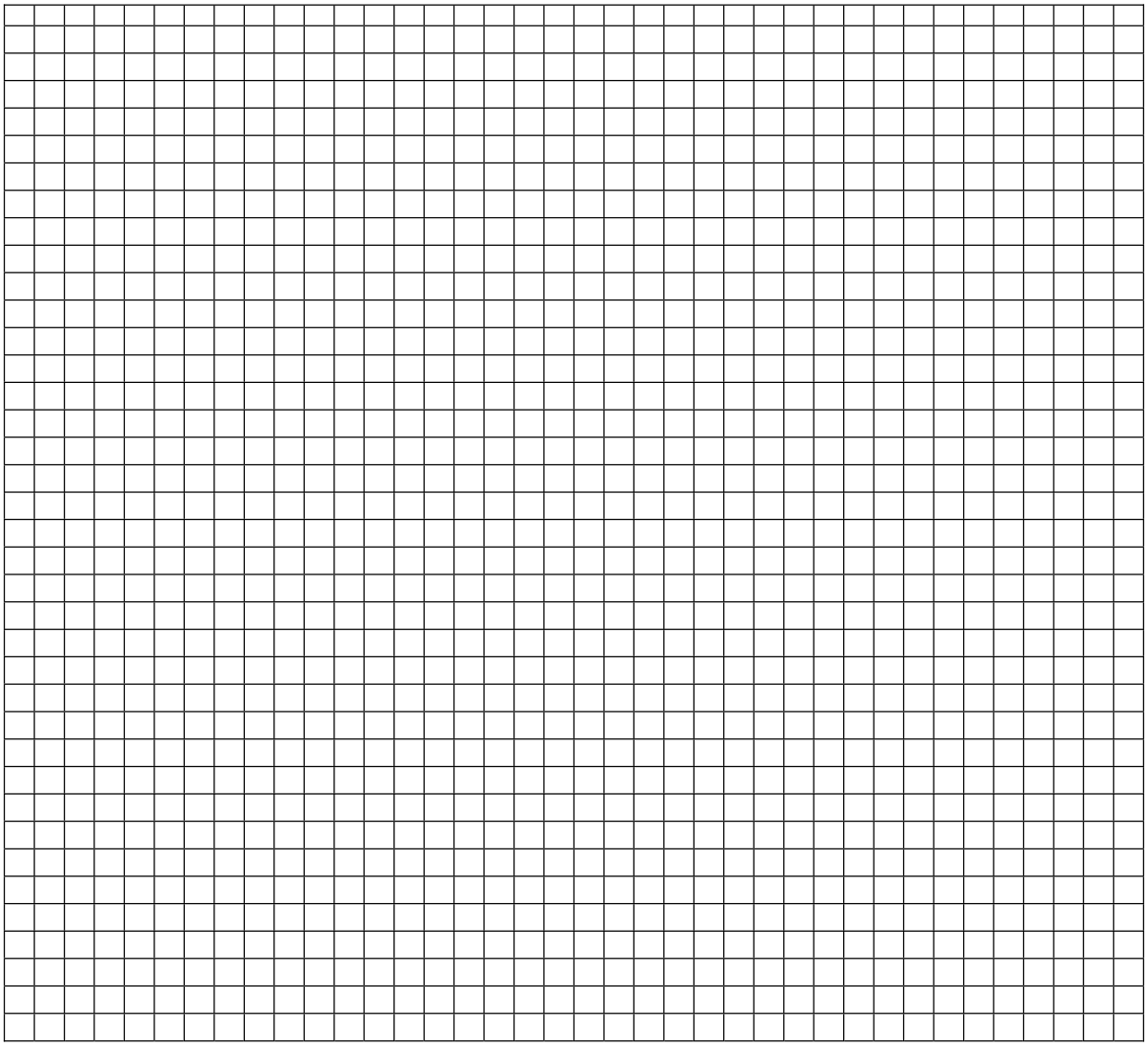
1. **Location of the main power drop**. (Power needs to be distributed from one location at which a panel or other piece of electrical equipment will be installed. It is recommended that this equipment be placed in a closet, under a table/desk or in another location that keeps it out of sight.) Please provide specific dimensions.
2. **Location and load of all outlets**. Please provide specific dimensions and wattages/amperages. *Please **do not** simply place an X where power is required.*
3. **Booth orientation**. Please provide surrounding aisle and/or booth numbers, particularly for island booths. Also, please try to orient your booth to the overall floor plan so that the diagram does not have to be rotated.

SHOW NAME / DATES **ERE EXPO SPRING 2010 / MARCH 16-17, 2010**

COMPANY NAME _____ BOOTH # _____

Adjacent Aisle or Booth# _____

Adjacent Aisle or Booth # _____



Adjacent Aisle or Booth # _____

Adjacent Aisle or Booth # _____

A measurement scale can be applied as necessary to reflect the size of your booth.

10 x 10 use 1 square = 1/4 foot **20 x 20 use 1 square = ½ foot** **40 x 40 use 1 square = 1 foot**