



751 Wyoming Street
 Kansas City, MO 64101
 Phone: 816.221.0525
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Progressive Insurance St. Louis Boat & Sportshow

February 07 - 10, 2019

America's Center & The Dome, St. Louis, Missouri
 07-07276-19

Discount Deadline:
January 22, 2019

SHOW SERVICES & EQUIPMENT ORDERED

| | |
|------------------------------|----------|
| Furniture Rental | \$ _____ |
| Carpet/Vinyl Flooring Rental | \$ _____ |
| Graphics | \$ _____ |
| Display Labor Services‡* | \$ _____ |

CREDIT CARD INFORMATION

Card Type: VISA MC AMEX DISC

Card Number: _____

Expiration: _____ / _____

Card Holder's Name: _____

Card Holder's Address: _____

City: _____

State: _____ Zip Code: _____

Cardholder's Signature: X

By signing this, I agree to payment terms and conditions outlined by Fern Exposition & Event Services listed on the **Payment Terms & Conditions Form (TC-03)** in this Exhibitor Kit.

CHECK INFORMATION:

Checks must be in U.S. funds drawn on a U.S. bank.

Check #: _____

Date: _____

Amount: \$ _____

BANK WIRE INFORMATION

Send to: MB Financial Bank, 800 W. Madison St., Chicago IL 60607 USA, Routing #071001737, Fern Exposition Services LLC Depository, 645 Linn Street Cincinnati, OH 45203, Account #1910004197, SWIFT code - MBFIUS44. Reference your Company Name/Show Name/and Booth Number. Add \$50.00 for processing wire transfer.

** Credit Card payment only is accepted for Fern Transportation services.

| | |
|-----------------------|-----------------|
| Sub Total: | \$ _____ |
| Sub Total Taxable | \$ _____ |
| Sub Total Non Taxable | \$ _____ |
| Sales Tax 9.179% | \$ _____ |
| Grand Total: | \$ _____ |

* Non taxable

‡ Pay Estimated Cost

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

EXHIBITOR INFORMATION

Company Name: _____ Booth#: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Name: _____ Phone: _____

Fax: _____ Email: _____

Signature: _____ Date: _____

payment authorization



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January 22, 2019

INSTALLATION & DISMANTLE LABOR SERVICES

Plan A (Supervised by Fern)

1001 Labor for Installation # of Laborers Req: _____ Est. Hours: _____

1003 Labor for Dismantle # of Laborers Req: _____ Est. Hours: _____

30% charge for Fern Supervised services with a minimum of **\$ 98.25**

Professionally trained personnel are used on installation/dismantle, and when possible, all work is performed on straight time.

Emergency Contact: _____ Phone: _____

Plan B (Supervised by Exhibitor Personnel)

1001 Labor for Installation # of Laborers Req: _____ Est. Hours: _____

Start time*: _____ End Time: _____ Start Date: _____

1003 Labor for Dismantle # of Laborers Req: _____ Est. Hours: _____

Start time*: _____ End Time: _____ Start Date: _____

Supervisor will be: _____ Phone: _____

Estimated Display Labor Cost for Advanced Payment

Installation:

Straight time _____ X _____ X _____ = _____ \$ _____
of Laborers # of Hours # of Days Total Straight Time hours Estimated Cost

Over time _____ X _____ X _____ = _____ \$ _____
of Laborers # of Hours # of Days Total Over Time hours Estimated Cost

Plan A - Add **30%** for Fern Exposition Supervision \$ _____

Dismantle:

Straight time _____ X _____ X _____ = _____ \$ _____
of Laborers # of Hours # of Days Total Straight Time hours Estimated Cost

Over time _____ X _____ X _____ = _____ \$ _____
of Laborers # of Hours # of Days Total Over Time hours Estimated Cost

Plan A - Add **30%** for Fern Supervision \$ _____

| Installation Labor Rate | | |
|-------------------------|----|--------|
| Straight Time | \$ | 98.25 |
| Over Time | \$ | 196.50 |

Charges for labor service are based on prevailing rates of labor and materials. Minimum charge one (1) hour per man & 1/2 hour increments after the first hour. Straight Time: 8:00 AM - 4:00 PM, Monday-Friday. Overtime: Before 8:00 AM after 4:00 PM, Monday-Friday, all day Saturday, Sunday and Holidays.

For information and cost relative to unloading and reloading, please see the Material Handling & Freight Service Order form enclosed.

Your company is encouraged to carry insurance covering potential injury, damages or loss associated with your display. Fern Exposition & Event Services will NOT be responsible for injury to personnel or display damage or loss of display materials. Liability of Fern Exposition & Event Services will be limited to a maximum of 50% of the total labor bill, not to exceed \$1000. It is important that exhibit representative check in at the Fern Exhibitor Service Center to pick up labor ordered. Exhibit representative must also check the labor back in at the Fern Exhibitor Service Center upon completion of work. All work is to be done under supervision of the exhibitor or its representative.

* Start time is approximate and is based on availability of labor.

Yes, I have completed and included the Payment Authorization Form.

If you have any questions or concerns about your invoice, please visit the Fern Exhibitor Service Center at your show/event prior to leaving. No credits or refunds will be issued after close of the show/event on items and/or services ordered and not received.

Sub Total \$ _____
 Grand Total \$ _____

Cancellation of any portion of labor order within 48 hours of start will be charged one hour minimum per man of applicable hourly rate.

Requests received after deadline date will be filled as work force is available.

All orders are subject to the terms and conditions as outlined in the Exhibitor Service Manual.

Exhibiting Company Name: _____ Booth # _____