

# Labour Service Form

<b>SHOW</b>	PPIC SHOW 2022	<b>DEADLINE DATE</b>	May 25, 2022
<b>LOCATION</b>	CROWN PLAZA NIAGARA FALLS - BROCK ROOM	<b>SHOW DATES</b>	June 12-16,2022
<b>COMPANY</b>			<b>BOOTH #</b>
<b>ADDRESS</b>			
<b>CITY</b>		<b>PROV / STATE</b>	<b>POSTAL/ ZIP</b>
<b>CONTACT</b>		<b>TITLE</b>	<b>EMAIL</b>
<b>TEL</b>		<b>EXT</b>	<b>FAX</b>

**\*\*CREDIT CARD AUTHORIZATION MUST BE SUBMITTED WITH THIS SERVICE\*\***

- > Labour rates are charged per labourer per hour in half hour increments.
- > A minimum charge of one hour per labourer is applicable.
- > If BorderWorx supervision is required, add 25% to the total labour cost.
- > A 25% surcharge is applicable on onsite orders.

RATES			
<b>REGULAR TIME</b>	<b>Mon - Fri</b>	<b>8:00 a.m. – 4:00 p.m.</b>	<b>\$94.00 / hour / man</b>
<b>OVERTIME</b>	<b>Mon – Fri</b>	<b>4:00 p.m. – 6:00 p.m.</b>	<b>\$138.00 / hour / man</b>
	<b>Sat – Sun</b>	<b>8:00 a.m. – 4:00 p.m.</b>	
<b>DOUBLE TIME</b>	<b>Mon – Fri</b>	<b>After 6:00 p.m.</b>	<b>\$225.00 / hour/ man</b>
	<b>Sat – Sun</b>	<b>After 4:00 p.m.</b>	
	<b>All Holidays</b>		

INSTALLATION LABOUR ***Exhibitor must report to BorderWorx Service Desk to receive labour***			
Date Required _____	Start Time Required _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
_____ x _____ = _____	_____ x _____ = _____	\$ _____	<b>Total</b>
No of People Required _____	Hours Per Person _____	Total Hours _____	Rate _____
SUPERVISION (Note: If Exhibitor is supervising labour, the Exhibitor must check labour in and out at the BorderWorx Service Desk.)			
<input type="checkbox"/> Exhibitor Supervised <small>*Exhibitor must be present to supervise</small>	Exhibitor Contact Name _____	<input type="checkbox"/> BorderWorx Supervised <small>*Exhibitor does not need to be present</small>	\$ _____ Add 25%
DELIVERY INFORMATION			
Carrier _____	Delivery Date _____	Delivery Time _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.
EXHIBIT INFORMATION			
Set up drawings/photos required: <input type="checkbox"/> YES <input type="checkbox"/> NO	Set up drawings/photos attached: <input type="checkbox"/> YES <input type="checkbox"/> NO		

DISMANTLE LABOUR ***Exhibitor must report to BorderWorx Service Desk to receive labour***			
Date Required _____	Start Time Required _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
_____ x _____ = _____	_____ x _____ = _____	\$ _____	<b>Total</b>
No of People Required _____	Hours Per Person _____	Total Hours _____	Rate _____
SUPERVISION (Note: If Exhibitor is supervising labour, the Exhibitor must check labour in and out at the BorderWorx Service Desk.)			
<input type="checkbox"/> Exhibitor Supervised <small>*Exhibitor must be present to supervise</small>	Contact Name _____	<input type="checkbox"/> BorderWorx Supervised <small>*Exhibitor does not need to be present</small>	\$ _____ Add 25%
PICK-UP INFORMATION			
Carrier _____	Pick-up Date _____	Pick-up Time _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.

PAYMENT			
Note: You must complete a credit card authorization form if you are paying by cheque.			
<input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD	CVV _____	<b>SUB TOTAL</b>	
_____	_____	<b>TOTAL USD</b>	
CARD NUMBER _____	EXPIRY DATE _____		
I have read and understand the Terms & Conditions of my agreement with BorderWorx			
CARD HOLDER _____	SIGNATURE _____	DATE _____	
TERMS & CONDITIONS			
<p>This order is placed with the specific understanding that we hereby release Borderworx Logistics, LLC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.</p>		<ul style="list-style-type: none"> <li>• No cheques will be accepted on-site.</li> <li>• If exhibitor is supervising labour, the Exhibitor must check labour in and out at the BorderWorx service desk.</li> <li>• BorderWorx reserves the right to change Labourers and/or rates as shifts change.</li> <li>• All claims/discrepancies must be settled within one week of show closing.</li> <li>• Uncancelled labour will be charged a minimum fee of 1 hour per labourer.</li> <li>• Actual totals and amounts will be adjusted according to final hours.</li> </ul>	

