

## EXHIBITOR RIGHTS

### ***TEAMSTERS UNION***

Teamsters handle freight in the exhibit hall. They unload all trucks or vehicles. In addition, they deliver freight to exhibitors' booth(s) after it has been unloaded and handle the reverse movement of this freight at the conclusion of the show. They also deliver furniture and floor covering. Teamsters also install rental carpet and handle all empty containers. **Any exhibitor may move material that is hand-carriable by one person in one trip, without the use of dollies, hand trucks or other mechanical equipment. When exhibitors choose to hand-carry in accordance with the foregoing, they must unload their vehicles (POV's) in an area designated by the show contractor.**

### ***CARPENTERS UNION***

Carpenters handle the set-up and dismantling of displays and exhibit booths and hang all exhibitor ceiling signs. This includes all display work. Carpenters also un-skid, re-skid, uncrate and re-crate machinery. Carpenters also install all exhibitor owned floor covering, including carpeting, wood flooring and rubber mats. The only exception being where the exhibit flooring is actually manufactured by the exhibitor and is being installed by full time company employees.

### ***DECORATORS UNION***

Decorators handle installation of all drape, table skirting, floor marking and other items of a decorative nature. Decorators also hang signs from drape.

### ***ELECTRICAL UNION***

Electricians handle all electrical work, which includes supplying power lines to your booth(s), connecting equipment to the proper outlets and installing any signs or headers that are lighted.

### ***Full-time Exhibitor personnel have the right to perform the following work:***

#### ***Unload their own vehicle in an area specified by the show contractor for the unloading of privately owned vehicles provided:***

- They utilize the space designated by the ACCC for said purpose.
- They provide their own dollies or hand trucks.
- They utilize no motorized lift equipment.
- The vehicle is no larger than a van.

#### ***Hand carry exhibit materials through public doorways, provided:***

- They do not utilize material handling equipment other than personal luggage carriers.

#### ***Set up their own display in Exhibit Booths that are no larger than 400 net square feet:***

- The installation can be accomplished by full time company employees.
- Set up and handle their own product; including but not limited to the installation, interconnection, calibration, and operation of equipment.

#### ***The following work shall be performed by Union Labor:***

- In-Line booths larger than a 10'x 40'
- Island booths larger than a 20'x 20'
- Installation of Display
- Laying Exhibitor owned carpet
- Crating & uncrating of show materials

# DISCOVER BOATING ATLANTIC CITY BOAT SHOW

ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
MARCH 1-5, 2023



6575 Delilah Road P: 609-485-2421  
PO Box 3000 F: 609-485-2392  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

**DISCOUNT  
DEADLINE DATE:  
FEBRUARY 13, 2023**

## I & D LABOR

### CARPENTER LABOR FOR INSTALLATION & DISMANTLING OF EXHIBITS

#### Carpenter Rates:

STRAIGHT TIME:		OVERTIME:		DOUBLE TIME:	
Advance Rate	Standard Rate	Advance Rate	Standard Rate	Advance Rate	Standard Rate
\$117.70/hr.	\$147.13/hr.	\$176.55/hr.	\$220.70/hr.	\$235.40/hr.	\$294.26/hr.
one hour minimum per worker thereafter 1/2 hr. increments ST: 8:00 AM to 4:30 PM Monday through Friday		one hour minimum per worker thereafter 1/2 hr. increments OT: Before 8:00 AM and after 4:30 PM Monday through Friday and all hours on Saturday and Sunday		one hour minimum per worker thereafter 1/2 hr. increments OT: All Holidays	

**ALL LABOR ORDERS RECEIVED AFTER THE DEADLINE DATE OR PLACED AT SHOWSITE WILL BE CHARGED AT THE STANDARD RATE.**

**NOTE:** 8:00 AM is the only guaranteed starting time. All the other orders will be filled as labor is available. All labor must be signed in/out at the Service Desk. Exhibitors not checked in by their requested starting times are subject to a 1 hour minimum charge per man ordered, unless we received written cancellation 24 hours prior to starting time.

PLEASE INDICATE SERVICE REQUIRED:

☐ **PLAN A - EXHIBITOR'S SUPERVISION** All work performed must be under the supervision of the Exhibitor.

	# MEN	DATE	TIME	APPROX. HOURS
SET-UP				
DISMANTLE				

Estimated Labor
\$
\$

☐ **PLAN B - VISTA SUPERVISION** Hourly rate plus 35% Supervision Charge / Minimum \$60.00/\$70.00

Estimated Supervision
\$

Name of Carrier \_\_\_\_\_ # Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Skids \_\_\_\_\_

Shipped to: ☐ Warehouse ☐ Showsite ☐ Display Includes Carpet ☐ Vista's Rental Carpet

**Please include Set-up Plans with Order**

After Dismantle Return Display To: \_\_\_\_\_

VIA

Vista shall not be responsible for damage, loss, or theft of display installed and/or dismantled under our Supervision. Vista shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booths for reloading after the show.

Sub Total \$ \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_ BOOTH # \_\_\_\_\_

**Submit order with payment to: orders@vistacs.com before deadline date!**

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## FORKLIFT LABOR ORDER FORM

Order forklift labor **only** if you need to assemble, move, unskid, relocate, unpack heavy equipment, after it has been delivered to your booth.

**PLEASE NOTE:** Exhibitors are allowed a one-time spotting of equipment or machinery (within 6" tolerance) in its initial delivery as handled from carrier to booth, provided exhibitor or his representative is present at time of delivery to booth. It is not necessary to order a forklift for this function. However, any additional movement or unskidding at exhibit booth will require a forklift order. Do not order forklift labor for motorized or mobile equipment.

Workmen and material handling equipment ordered for the start of the day will be provided at 8:00 AM. Any orders, after 8:00 AM, will be assigned after finishing earlier requests.

Exhibitors must verify any forklift labor and material handling equipment orders on the show floor. All workmen and material handling equipment must be signed in and out at the Service Desk. Cancellation of any advance order for forklift labor or material handling equipment must be at least 24 hours in advance.

Forklift crew consists of:		Forklift w/Operator				
There is a minimum charge of one hour per crew member. Half-hour increments will apply after the first hour. Straight time rates apply 8:00AM - 4:30 PM weekdays, overtime before 8:00 AM and after 4:30 PM weekdays and all hours on Saturday and Sunday, and double time on holidays.						
		<u><b>STRAIGHT TIME</b></u>	<u><b>OVERTIME</b></u>	<u><b>DOUBLE TIME</b></u>		
<b>RIGGER</b>		\$97.10 per hour	\$145.65 per hour	\$194.20 per hour		
<b>FORKLIFT</b>		\$136.00 per hour	\$185.00 per hour	\$272.00 per hour		
<b>w/OPERATOR</b> - (up to 5,000 lbs. capacity)						
<i>Larger forklift and/or crane service is available by advance request.</i>						
<b>FORKLIFT LABOR REQUEST</b>						
	<i>5,000 lbs. forklift w/operator</i>	<i>helper/spotter 1 or 2</i>	<i>Date</i>	<i>Time</i>	<i>Approx. Hours</i>	<i>Estimated Forklift</i>
<b>SET-UP:</b>						\$
<b>DISMANTLE:</b>						\$
# Pieces to be spotted _____ Heaviest Pieces _____						

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth \_\_\_\_\_

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## HANGING OF CEILING SIGNS ORDER FORM

VISTA Convention Services reserves the right to assemble, install, and dismantle "Hanging Signs", non-electrical with approved devices and type of cable to safely hang sign.

- \* All signs must be approved by Show Management and Vista Convention Services, prior to hanging.
- \* All sign orders must be received in Advance of Deadline Date. All orders received after the Deadline Date will be charged an additional 25%. Orders received at the Service Desk are subject to availability and a 50% surcharge.
- \* Complete plans must be provided and forwarded to VISTA Convention Services together with the completed Sign Hanging Order Form.

**RATES FOR HANGING NON-ELECTRICAL SIGNS:**  
**HIGHLIFT & CARPENTERS - Two (2) Man Crew Required**  
**Please check appropriate box:**

- ☐ We will pre-ship our sign to the advance warehouse @ \$314.80 per hour  
☐ We will deliver our sign to the show prior to sign hanging date @ \$352.60 per hour

**THE FOLLOWING INFORMATION MUST BE COMPLETED FOR THE ACCURATE HANGING OF SIGN:**

DATE REQUIRED \_\_\_\_\_ TIME \_\_\_\_\_ ESTIMATED HOURS \_\_\_\_\_

TYPE OF SIGN: ☐ Wood ☐ Metal ☐ Cloth Banner ☐ Other \_\_\_\_\_

SIZE OF SIGN: Height \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_ Weight \_\_\_\_\_

SHAPE OF SIGN: ☐ Square ☐ Rectangle ☐ Circle ☐ Triangle ☐ Other \_\_\_\_\_

NUMBER OF FEET FROM FLOOR TO TOP OF SIGN \_\_\_\_\_

NUMBER OF FEET IN FROM FRONT OF BOOTH \_\_\_\_\_

NUMBER OF FEET IN FROM LEFT EDGE OF SIGN \_\_\_\_\_

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth \_\_\_\_\_

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