



Rosemont Exposition Services, Inc.  
Exhibitor Services

**EPC Connection 2008**  
October 14-16, 2008



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For your convenience, the services and show information available through RES and the Donald E. Stephens Convention Center have been categorized and color coded. Please use this sheet as a reference guide when looking for a particular form.

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# Electrical Service

Please Mail or Fax Completed Form to RES:  
9291 West Bryn Mawr, Rosemont, IL 60018  
Fax: 847-696-9797  
Phone: 847-696-2208

**EPC Connection 2008**  
**October 14-16, 2008**

**Deadline Date To Receive Discounted Rates:**  
**October 3, 2008**

### STANDARD ELECTRICAL SERVICE OUTLET

120 volt service supplied with duplex (2) opening. Price includes bringing service to the booth, connection at one point, and removal at conclusion of event.

	DISCOUNT	STANDARD	QTY.
1-1,000 Watts	165.00	247.50	
1,001-2,000 Watts	210.00	315.00	

### POWER CONNECTIONS

Power connections and heavy duty service may require additional labor expense.

	DISCOUNT	STANDARD	QTY.
120 Volt, single phase Up to 1/2 H.P. Motors	175.00	262.50	
Up to 1 H.P. Motors	220.00	330.00	

	DISCOUNT	STANDARD	QTY.
208 Volt, Single Phase 30 Amp	330.00	495.00	

### HEAVY DUTY SERVICE

	DISCOUNT	STANDARD	QTY.
208 Volt, three phase			
20 Amp	325.00	487.50	
30 Amp	400.00	600.00	
60 Amp	500.00	750.00	
80 Amp	650.00	975.00	
100 Amp	840.00	1260.00	
150 Amp	1250.00	1875.00	
200 Amp	1700.00	2550.00	

	DISCOUNT	STANDARD	QTY.
480 volt, three phase			
30 Amp	500.00	750.00	
50 Amp	800.00	1200.00	
80 Amp	1260.00	1890.00	
100 Amp	1330.00	1995.00	
200 Amp	3400.00	5100.00	

	DISCOUNT	STANDARD	QTY.
380 volt, three phase (European Voltage)			
30 Amp	395.00	492.50	
50 Amp	570.00	855.00	

### SUSPENDED ELECTRICAL SIGNS

	DISCOUNT	STANDARD	QTY.
0-100 lbs.	250.00	375.00	
101-150 lbs.	300.00	450.00	
151-300 lbs.	350.00	525.00	

Each additional H.P. add \$40.00  
Indicate next to required amps actual horsepower to be used.

24 HOUR SERVICE is double the regular rates. If needed please indicate service:

YES, 24 HOUR SERVICE IS NEEDED: \_\_\_\_\_

### FLOODLIGHTS, SPOTLIGHTS ON 9' TOWERS

Rates include rental, installation, removal and current consumption.

	DISCOUNT	STANDARD	QTY.
1 - 9' Tower Supplied with One (1) 150 Watt Floods	140.00	210.00	
1 - 9' Tower Supplied with Two (2) 150 Watt Floods	160.00	240.00	
1 - 9' Tower Supplied with Four (4) 150 Watt Floods	180.00	270.00	

### SINGLE SPOTLIGHTS

	DISCOUNT	STANDARD	QTY.
Gooseneck (clamps on floods)	80.00	120.00	
Par Lite 1,000 Watts	220.00	330.00	

### MISCELLANEOUS

	DISCOUNT	STANDARD	QTY.
Single Cap Ext. Cords 25'	15.00	15.00	
Duplex Ext. Cords 25'	20.00	20.00	
Cube Tap	5.00	5.00	
Plug Mold Strip	32.00	32.00	
Quad Box	22.00	22.00	
Equipment Rental Scissor Lift	\$50.00/per hour		

Order Total \$

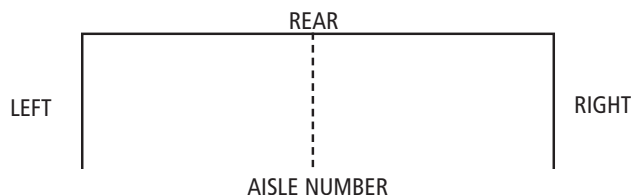
### ELECTRICAL LABOR RATES

All work done after 4:00 pm Monday-Friday, and between 8:00 am and 4:00 pm Saturday will be charged at the overtime rate. After 4:00 pm Saturday, and before 8:00 am Monday will be at the double time rate.

Straight Time:	\$85.00/hr
Overtime:	\$127.50/hr.
Double Time:	\$170.00/hr.

Refer to Labor Order Form to reserve electrical labor.

LOCATION: Please identify and show service units, power connections and tower lights and indicate booth dimensions. Heavy duty service should be accompanied with a detailed floor plan.



Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.  
RES Address: 9291 West Bryn Mawr Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

## CONDITIONS AND REGULATIONS

- \*1. **DEADLINE DATE:** Your order must be received by the Donald E. Stephens Convention Center no later than 15 days before opening day to insure installation in time for the opening of the show. A 50% penalty on basic charges will apply on orders received after the deadline date. Saturdays, Sundays and holidays are not included in this 15 day period.
2. Wall, column, and permanent utility outlets are not to be used by the exhibitor and are not part of the booth space.
3. All lighting displays, electrical appliances, motors, and other types of electrical equipment must be wired to meet national, state and local codes.
4. Motors 3/4 H.P. and over must be equipped with a safety switch as a point of disconnect and overload protection.
5. All equipment and material must use 3-wire grounded type cord. All exposed non current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
6. Use of open clip sockets, latex or lamp cord wire, duplex or triplex attachment plugs in exhibits are prohibited.
7. Claims will not be considered unless filed in writing by the exhibitor by the close of the Exhibition.
8. Prices based upon current wage rates, and are subject to change without notice.
9. Under no circumstances shall anyone other than house electricians make electrical connections.
10. Installing of ball lights, hanging of electrical headers, any other type of electrical fixtures, special wiring (motor or control wiring) etc., must be done by house electricians.
11. Electrical power for lights and displays will be turned on 1 hour prior to show opening time, and off at show closing time daily. If power is required before or after, special arrangements must be made at least 2 hours in advance.
12. The Chief Electrician has the power to refuse connection where wiring constitutes a fire hazard.
13. All material and equipment furnished by the Convention Center of this service order shall remain it's property and shall be removed by the Convention Center after the close of the show.
14. Rates quoted for all connections cover only the bringing of service (unless otherwise noted) to the booth in the most convenient manner and does not include connecting equipment or special wiring.
15. All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horse-power, etc.
16. Exhibitors must check in at the electrical service desk before assembling their exhibits requiring electrical power or labor.
17. Cancellation or change of electrical requirements could result in a 30% penalty charge. Changes in original order must be submitted in writing.

## ELECTRIC SERVICE FOR EXHIBITS AT THE DONALD E. STEPHENS CONVENTION CENTER

Electrical requirements for an exhibit at the Convention Center are based on codes developed by local and national organizations whose professional responsibility is for the safety of all exhibitors and visitors.

Too frequently, fires have been traceable to faulty wiring sometimes because of carelessness and sometimes because of lack of understanding of the risks involved.

In the interest of public safety, every exhibit presented in the Convention Center is carefully inspected to determine if violations exist. If they do, qualified electricians are available to correct the problem. This work will be performed on a time-and-material basis. If the exhibitor does not wish to have the fault corrected, electrical service will not be connected.

If an exhibitor is not informed or does not understand basic safety standards for electrical wiring, an electrician should be consulted before shipment is made to the Convention Center.

### SAFE WIRING IS ESSENTIAL

Donald E. Stephens Convention Center is responsible for the total electrical distribution systems and the linking of all electrical items in an exhibit with the power services of the building.

Serious risks are involved which can be reduced with accurate understanding of basic requirements. Safe wiring inside an exhibit is essential.

Wiring that touches the floor must be "SO" cord which is insulated to qualify for "extra hard usage." Cord wiring above the floor level can be "SJ" which is rated for "hard usage."

All flexible cords shall be 3-wire unless the cord is a component part of an assembly which is specifically approved.

The use of open clip sign sockets, latex or lamp cord wire in displays, duplex or triplex attachment plugs are prohibited by order of the Rosemont Fire Department and Electrical Inspection Department.

All electrical equipment and wiring requires evidence of testing and approval by a nationally recognized testing laboratory.

Spot or flood lighting is a hazard when lamps are too close to fabrics or other material which may be affected by heat.

The Convention Center electrical services offer extension cords, spiders and plug molds which provide safety approved multiple plug-in capacity.



# Custom Cleaning

Please Mail or Fax Completed Form to RES:  
9291 West Bryn Mawr, Rosemont, IL 60018  
Fax: 847-696-9797  
Phone: 847-696-2208

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The Convention Management provides general cleaning of the aisle carpet only.  
If you require booth cleaning, you must contract for it by using this form.

	Booth Size	Discount Per. Sq. Ft.	Total Per Day	Number of Days	Total
Booth Cleaning	_____ x _____	\$0.24	\$ _____	X _____	\$ _____
Shampooing of Carpeting	_____ x _____	\$0.40	\$ _____	X _____	\$ _____
Scrubbing, Mopping & Waxing of Tile Flooring	_____ x _____	\$0.40	\$ _____	X _____	\$ _____
Porter Service		\$23.00/hr			
After 4:30 p.m. weekdays, Saturdays & Sundays		\$29.00/hr			

**Special Instructions**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Order Total \$**

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

**Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.**  
RES Address: 9291 West Bryn Mawr Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797



# Internet & Telecommunications

Please Mail or Fax Completed Form to RES:  
9291 West Bryn Mawr, Rosemont, IL 60018  
Fax: 847-696-9797  
Phone: 847-696-2208

**EPC Connection 2008**  
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	TYPE	DISCOUNT	STANDARD	QUANTITY	TOTAL
<b>STANDARD INTERNET SERVICES</b>					
Ethernet 128K line (One Computer Only)	E128K	\$375.00	\$490.00		
Basic Ethernet Service 256 K (One Computer Only)	E256K	\$550.00	\$675.00		
Basic Ethernet Service up to 6 Computers (hub required)	BE6	\$1,100.00	\$1,500.00		
* For service on 7 or more computers call for quote					
Dedicated Ethernet Service With Single IP	DE	\$1,500.00	\$1,800.00		
Additional Dedicated IP Address	DIP	\$200.00	\$250.00		
T-1 Speed (requires customer router - 60 day lead time)*	PT1	\$6,000.00	\$8,100.00		
<b>HUBS AND PERIPHERAL ITEMS</b>					
8 Port Switch	8HB	\$75.00	\$100.00		
16 Port Switch	16HB	\$100.00	\$125.00		
24 Port Switch	24HB	\$125.00	\$150.00		
Cat5 Cabling \$10.00 per 10 ft.	CT5	\$10.00	\$15.00		
Wireless Access Point Rental for Basic Ethernet Service					
* (Restricted for use only with Type BE6)	WA6	\$300.00	\$375.00		
Wireless Access Point Rental for Dedicated Ethernet Service					
* (Restricted for use only with Type DE)	WADE	\$300.00	\$375.00		
Wireless Access Point Rental for T-1 Speed Access					
* (Restricted for use only with Type PT1)	WAT1	\$300.00	\$375.00		

\*\*Note that the Wireless Access Point is a device rental and does not provide Internet Connectivity - please order the appropriate Internet Service Indicated in the Restriction.

### TELEPHONE SERVICES

Single Line Telephone					
Includes single line phone with up to \$100 in local & long distance charges		\$250.00	\$300.00		
<b>EXTRA SERVICES</b>					
Extension within booth*					
Additional location with same number		\$50.00 ea.	\$70.00 ea.		
Hunting Lines*		\$20.00 ea.	\$35.00 ea.		
Two Line Phones/Speaker Phone*		\$50.00 ea.	\$70.00 ea.		

\* Must be ordered with single line telephone

### VLAN CONNECTION- PRIVATE NETWORK: CALL FOR INFORMATION

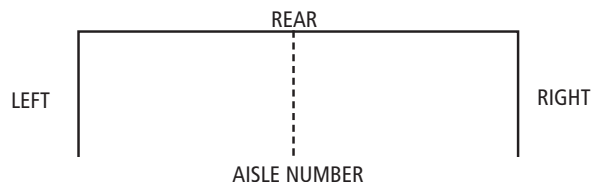
There will be a 100% charge for Rental equipment cancelled 5 days or less prior to the first day of event.  
There will be a 50% charge of the standard rate for Internet and Telecommunications services cancelled after show set-up has begun. No adjustments will be made after show closing.

Order Total \$

Technical assistance is available and will be billable on a time basis at a rate of \$70.00 per hour with a minimum of 1/2 hour.

INSTALLATION DATE: \_\_\_\_\_

LOCATION: Please identify and show location desired for each service.



Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.  
RES Address: 9291 West Bryn Mawr Rosemont, IL 60018 • IAS Telephone: 847-993-4800 • RES Fax: 847-696-9797

## Terms and Conditions

1. Order forms and payment must be received prior to the scheduled event opening to insure prompt order processing. Company Checks must be made payable to Rosemont Exposition Services. Personal checks will not be accepted. Booth numbers or locations must be identified on the face of the Internet & Telecommunications Order Form. Incomplete information will delay processing.
2. Rates listed for all connections include bringing the service to the booth in the most convenient manner, and do not include computer equipment unless ordered or intranet working cabling. Pricing for services is per location, defined as an individual booth, meeting room, ballroom or lobby area.
3. There will be a 100% charge for Rental equipment cancelled 5 days or less prior to the first day of event.
4. There will be a 50% charge of the standard rate for Internet and Telecommunications services cancelled after show set-up has begun. No adjustments will be made after show closing.
5. Additional service and labor charges may be assessed for installation. Rates include all applicable taxes.
6. All material and equipment furnished by Internet Access Services, Inc. provider shall remain the property of IAS provider and shall be removed only by IAS personnel at the close of the show and/or event. Failure to return furnished equipment shall result in a charge equivalent to the replacement cost of the furnished equipment.
7. Booths requiring more than 30 ports require private T-1 service.

### Internet Access Services, Inc. Responsibilities

1. IAS will provide standard 10/100 Ethernet connections with station adapter connectors to each computer as determined by IAS, Inc. technical staff.
2. The client will be issued a valid TCP/IP address for each basic connection.
3. The client will be issued appropriate TCP/IP settings for dedicated service.
4. Due to the nature of the Internet, IAS, Inc. cannot guarantee any level of security, performance or accessibility beyond our gateway.
5. The choice of the Internet Service Provider (ISP) is at the sole discretion of IAS, Inc. If the client requires that a specific vendor provide these services, arrangements must be made twelve (12) weeks before move-in.
6. Client requests for special services will be accommodated, but may incur charges beyond the standard Internet connections.

### Client Responsibilities

1. At no time, will the client connect a DHCP server to the Convention Center Network.
2. The client must provide a list of all required connections, containing exact location (exhibit booth number, meeting room number, etc.).
3. If not renting, the client must provide the node equipment (personnel computer, etc.) properly configured, as well as a standard Ethernet adapter card, rated for 10 Mbps, 10/100, RJ45 connection.
4. If not renting, the client is responsible for the proper configuration of computing machinery and software for the Internet and Ethernet communications. IAS will provide client with basic configurations.
5. The client is responsible for all services outside of basic Internet connectivity. This includes e-mail services, ftp services, web servers, etc.

### Limitation of Liability

In no event shall IAS, Inc. be liable to the client or to any other party for special, collateral, exemplary, indirect, incidental or consequential damages, whether such damages occur either prior or subsequent to, are alleged as a result of, tortuous conduct, failure of the equipment of services of IAS, Inc. or breach of any of the provisions of the agreement, regardless of the form of action, whether in contract or in tort, including strict liability and negligence, even if IAS, Inc. has been advised of the possibility of such damages, or for any damages caused by the clients failure to perform his/her responsibilities. Such excluded damages include, but are not limited to, loss of profits, loss of use or interruption of business, or other consequential or indirect economic loss. IAS is not responsible for any Internet security breaches before or beyond our gateway.

For customer services such as private LAN connectivity and special configurations or equipment not listed above please call for quote. Assigned IP Address (address will be confirmed once order is placed.) Technical assistance will be offered at a rate of \$65.00 per hour, straight time. Overtime is \$130.00 per hour.



# Computer Rental

Please Mail or Fax Completed Form to RES:  
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Fax: 847-696-9797  
Phone: 847-696-2208

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	DISCOUNT	STANDARD	QUANTITY	TOTAL
<b>COMPUTERS</b>				
PIV 2.4 GHZ 512/40GB/CD/10/100 NIC MT & 17" LCD Flat Panel Monitor	\$450.00	\$625.00		
PIV 2.8 GHZ 512/40GB/CD/10/100 NIC MT & 17" LCD Flat Panel Monitor	\$525.00	\$725.00		
PIV 3.0 GHZ 512/80GB/CDRW/DVD/10/100 NIC MT/SFF & 19" LCD Flat Panel Monitor	\$585.00	\$800.00		
<b>LAPTOPS</b>				
PIV 2.4 GHz 512/40GB/CD/10/100 NIC MT 15" Laptop	\$420.00	\$590.00		
PIV 2.8 GHz 512/40GB/CD/10/100 NIC MT 15" Laptop	\$480.00	\$675.00		
PIV 3.2 GHz 512/80GB/DVDRW/10/100 NIC MT 17" Widescreen Laptop	\$750.00	\$1,025.00		
<b>DATA MONITORS</b>				
17" Data Monitor	\$100.00	\$135.00		
21" Data Monitor	\$135.00	\$185.00		
<b>FLAT SCREEN/PLASMA DISPLAY</b>				
15" NEC 1024X768 LCD Flat Panel Display 4:3 Aspect (Black)	\$160.00	\$240.00		
17" NEC/DELL 1280X1024 LCD Flat Panel Display 4:3 Aspect	\$250.00	\$360.00		
18" NEC 1280X1024 LCD Flat Panel Display 4:3 Aspect (Black)	\$250.00	\$360.00		
19" HP L1902 1280X1024 LCD Flat Panel Display (Silver & Black)	\$300.00	\$430.00		
20" NEC LCD Flat Panel Display 4:3 Aspect (Black)	\$390.00	\$550.00		
20" Phillips 200P4VB 1280X1024 Black LCD Flat Panel Display (Video & Data)	\$450.00	\$630.00		
20" NEC LCD 2010X Touchscreen Flat Panel Display (Black)	\$650.00	\$900.00		
21" PLANAR PX212M Black LCD Flat Panel Display (Video & Data)	\$700.00	\$970.00		
23" Veiwsonic VP239MB 1600X1200 Flat Panel Display ( Black)	\$700.00	\$970.00		
23" HP L2335 1920X1200 LCD Widescreen Flat Panel Display 16:9	\$700.00	\$970.00		
<b>Software Installation:</b> (Office 98- Office 2000,Apple software)	\$65.00	\$95.00		
<b>APPLE DESKTOPS &amp; LAPTOPS</b>				
Apple PowerMac G5/1.8 GHZ/80GIG/ DVDRW/10/100 Minitower	\$675.00	\$935.00		
Laptop Powermac Titanium G4/1Ghz/512M/60Gb/ DVD/CDRW/10/100 15.2" Screen	\$525.00	\$740.00		
Apple Titanium G4/1.5 GHZ 512/80GB/DVDRW/10/100/ 17" Laptop	\$675.00	\$935.00		
<b>PRINTER/COPIER</b>				
HP 4200 LaserJet Printer w/Postscript 35PPM	\$300.00	\$430.00		
HP 4250 Laser Printer w/Postscript 45PPM	\$350.00	\$495.00		
HP Desktop Copier 12CPM	\$590.00	\$820.00		

There will be a 100% charge for Rental equipment cancelled 5 days or less prior to the first day of event.  
There will be a 50% charge of the standard rate for Internet and Telecommunications services cancelled after show set-up has begun. No adjustments will be made after show closing.

**Order Total**      \$

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.  
RES Address: 9291 West Bryn Mawr Rosemont, IL 60018 • IAS Telephone: 847-993-4800 • RES Fax: 847-696-9797



# Audio-Visual

EPC Connection 2008  
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Please Mail or Fax Completed Form to RES:  
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Fax: 847-696-9797  
Phone: 847-696-2208

**Deadline Date To Receive Discounted Rates:**  
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VIDEO MONITORS	QUANTITY	DISCOUNT	STANDARD	TOTAL
25" or 27" Video Monitor w/cart	_____ x	\$250.00	\$300.00	_____
w/ VHS or DVD	_____ x	\$300.00	\$375.00	_____
35" Video Monitor w/cart	_____ x	\$550.00	\$650.00	_____
w/ VHS or DVD	_____ x	\$625.00	\$725.00	_____
20" TV/VCR combo w/cart	_____ x	\$300.00	\$375.00	_____
Cart only	_____ x	\$50.00	\$75.00	_____

PLASMA/FLAT DISPLAY	QUANTITY	DISCOUNT	STANDARD	TOTAL
32" LCD Flat Display	_____ x	\$825.00	\$1,100.00	_____
37" Plasma Panel (16:9 Aspect)	_____ x	\$850.00	\$1,150.00	_____
37" Plasma Panel (4:3 Aspect)	_____ x	\$925.00	\$1,250.00	_____
42" Plasma Panel	_____ x	\$925.00	\$1,250.00	_____
50" Plasma Panel	_____ x	\$1,350.00	\$1,775.00	_____
61" Plasma Panel	_____ x	\$2,500.00	\$3,500.00	_____
VHS or DVD Player with speakers for Plasma Panel	_____ x	\$225.00	\$275.00	_____
72" or 84" Dual Post Chrome Stand	_____ x	\$200.00	\$250.00	_____
Progressive Black Cobra Stand (for 61" Plasma or Larger)	_____ x	\$200.00	\$250.00	_____
Wall Bracket	_____ x	\$125.00	\$175.00	_____
Media Shelf	_____ x	\$125.00	\$175.00	_____
Plasma Speaker System	_____ x	\$175.00	\$225.00	_____

Smaller size available on the Computer Rental Form

VIDEO	QUANTITY	DISCOUNT	STANDARD	TOTAL
VHS Player w/ auto repeat	_____ x	\$200.00	\$250.00	_____
VHS Player- Multi Standard	_____ x	\$300.00	\$375.00	_____
VHS Camcorder w/tripod	_____ x	\$300.00	\$375.00	_____
DVD Player	_____ x	\$225.00	\$275.00	_____

LCD DATA PROJECTORS	QUANTITY	DISCOUNT	STANDARD	TOTAL
6' or 8' Tripod Screen included if needed				
XGA 1,900 LUMENS	_____ x	\$900.00	\$1,200.00	_____
XGA 2,600 LUMENS	_____ x	\$1,150.00	\$1,400.00	_____
XGA 3,300 LUMENS	_____ x	\$1,500.00	\$1,850.00	_____

SCREENS	QUANTITY	DISCOUNT	STANDARD	TOTAL
6 x 6 or 8 x 8 Tripod	_____ x	\$75.00	\$125.00	_____
Larger Screens Available				

AUDIO	QUANTITY	DISCOUNT	STANDARD	TOTAL
50 Watt Anchor Speaker/Amp	_____ x	\$175.00	\$225.00	_____
75 Watt Anchor Speaker/Amp	_____ x	\$250.00	\$300.00	_____
2 Speaker P.A. System	_____ x	\$400.00	\$500.00	_____
4 Speaker P.A. System	_____ x	\$550.00	\$650.00	_____
Wireless Microphone	_____ x	\$300.00	\$375.00	_____
<input type="radio"/> Handheld <input type="radio"/> Lavalier <input type="radio"/> Headset				
Handheld Mic./Wired	_____ x	\$50.00	\$75.00	_____
Lavalier Mic./Wired	_____ x	\$75.00	\$125.00	_____
4-CH. Audio Mixer	_____ x	\$75.00	\$125.00	_____
CD Player	_____ x	\$125.00	\$175.00	_____
Cassette Player	_____ x	\$100.00	\$150.00	_____



**ADDITIONAL SERVICES**  
Please call for information and pricing for the following:

**TRUSS BOOTH LIGHTING**

**VIDEOGRAPHY**

**LABOR RATES**

The Donald E. Stephens Convention Center is a union facility and union labor may be required with equipment rental.

RES Audio-Visual offers **FREE** receiving/handling and delivery.

For an extensive list of our inventory, labor rates, and detailed information, please call 847-692-4040.

Delivery Date & Time: \_\_\_\_\_

Pick-Up Date & Time: \_\_\_\_\_

Order Total \$

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.  
RES Address: 9291 West Bryn Mawr Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797



# Labor Order Form

Please Mail or Fax Completed Form to RES:  
9291 West Bryn Mawr, Rosemont, IL 60018  
Fax: 847-696-9797  
Phone: 847-696-2208

**EPC Connection 2008**  
**October 14-16, 2008**

**Deadline Date To Receive Discounted Rates:**  
**October 3, 2008**

Number of Labor Workers Needed:		Hours	Starting Date	Starting Time
_____	Carpenters for	_____	_____	_____
_____	Decorators for	_____	_____	_____
_____	Crew of 3 Riggers for	_____	_____	_____
_____	Electricians for	_____	_____	_____
_____	Plumbers for	_____	_____	_____

Hourly Labor Rates	Straight Time	Overtime	Double Time
Carpenter	\$80.00	\$120.00	\$160.00
Decorator	\$72.50	\$108.75	\$145.00
Teamster	\$50.00	\$75.00	\$100.00
Rigger	\$80.00	\$120.00	\$160.00

### Hourly Equipment Rental Rates

Fork Lift w/o operator	\$125.00	
Sissor Lift	\$95.00	- Lift for hanging banners from ceiling
Condor w/o operator	\$95.00	- Used for heavy signage lifting and installation

Straight time is 8:00 am to 4:30 pm weekdays. \*Straight time is 8:00 am to 4:00 pm weekdays for electricians and plumbers. Please contact RES or see Service Center for a breakdown of the overtime/double time schedules.

### TERMS AND CONDITIONS

When ordering labor, please be aware of the following:

1. This advance labor request will be considered as only a reservation for labor.
2. On the day and time that you require labor, you must go to the Labor Service Desk and pick up and sign out your labor crew.
3. The labor crew will not be sent to your booth without being signed out.
4. Upon completion of their work, you MUST return the laborers to the Labor Service Desk and sign them in.
5. All labor is billed at one-half hour minimum for each man.
6. Number of workers required will be determined by labor foreman.

### COMPANY I & D SUPERVISION

Northwest Display Corporation is providing I & D Supervision Services for exhibiting companies which will not be present at set-up and/or dismantle. If interested in this service indicate below. Please submit a diagram/drawing with instructions to assemble your booth.

We authorize Northwest Display Corporation to supervise the set-up/dismantle of our exhibit for an additional charge of 30% above the standard carpenter labor rates.

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

**Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.**  
RES Address: 9291 West Bryn Mawr Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797



# *Labor Union Guidelines*

There are seven major unions that have jurisdiction over trade shows in the Chicagoland area. The following guidelines will help you in preparing your exhibit to conform to union jurisdiction and adherence to them can save you a substantial amount of money.

## **TEAMSTERS UNION**

Teamsters handle all freight inside the exhibit hall. They unload all trucks or vehicles, deliver the materials to your booth, and remove and reload materials at the close of the show.

## **MACHINERY MOVERS & RIGGERS UNION**

Riggers handle all machinery. This includes the unloading of the machines from the trucks, moving the materials to your booth, and a one-time spotting of display ready equipment, which the exhibitor must supervise at the time of unloading. Riggers also remove skids and reskid machines, uncrate machines, and respot machines in the booth if needed. This service must be ordered as needed, at exhibitor's expense.

## **CARPENTERS UNION**

Carpenters handle the erection and dismantling of display and exhibit booths. This includes all display work with the exception of machinery, signs or lighted headers, unless the sign or header is a permanently attached part of the display. Carpenters also recrate machines for outbound loading. Millwrights, a division of the carpenters union, handle the assembly and the leveling of machinery, as well as the attachment of all guards and shields.

## **DECORATORS UNION**

Decorators handle the installation of signs, drape background, table skirting, and all other items of decorative nature that must be done after a display background is erected.

## **ELECTRICAL UNION**

Electricians handle all electrical work, which includes supplying power lines to your booth, connecting equipment to the proper outlets, installing any signs or headers that are lighted, unless they are permanently attached to the exhibit backwall, and the running of cable within the exhibitors booth.

## **PLUMBERS UNION**

Plumbers handle all plumbing work such as compressed air, water/drain, or natural gas.

## **THEATRICAL STAGEHANDS UNION**

Stagehands assemble portable lighting and sound systems as well as picture screens 10' x 14' in size and larger. They also set stages, operate lighting and sound consoles, and hang lighting trusts and speaker systems.

## **WHAT AN EXHIBITOR CAN DO WITHOUT UNIONS IN THE CHICAGOLAND AREA**

Recent work- rules modifications now enable exhibitors to perform several set-up tasks which in the past were under jurisdiction. Each of these are itemized below, and must be completed by a full-time employee of the exhibiting company.

1. Exhibitors may set up and dismantle their own booth displays provided their exhibit space is 300 square feet or less (e.g. 10' x 30') in size and does not require power tools.
2. Exhibitors may affix clamp-on lights to the top of their booth displays provided no tools, ladders, chairs or furniture are required to do so. This applies to booths up to 300 square feet in size or less only.
3. Exhibitors may calibrate and do repair work on internal circuit boards, do interconnecting of peripheral computer equipment, provided cable does not exceed 20' in length, and do the programming of machinery.
4. Exhibitors may do the connection of lighting, video equipment and light bulbs to an electrical outlet when the outlet has been ordered by the exhibitor.
5. Exhibitors may hang up to ten small pictures, graphics, logos, etc. onto a backwall display when such items are designed to be affixed by pre-set velcro strips, permanently mounted hooks, or snaps.
6. Exhibitors may skirt tables provided they do so with their own custom fit skirts, without the use of staples, velcro or snaps.
7. Exhibitors may hand carry small packages, pop-up displays and desktop computer equipment provided it can be done without the use of a fork-lift, flatcart or dollie, only from a designated parking area.
8. Exhibitors may inflate balloons provided they are intended as a show give-away item and not used for display purposes.
9. Video taping may be done by exhibitors within the confines of their own booths using equipment owned or rented by the exhibiting company, provided such taping does not conflict with show management regulations, and does not require tools or ladders.
10. Exhibitors may un-pack, re-pack and set out their own product line within the booth for display purposes, provided the product is not machinery.
11. Exhibitors having booths of 300 square feet or less may use hand tools such as screwdrivers, pliers, scissors, or allen-type wrenches to perform work within their booths.