Exhibitor Services

LABOR CHARGES

GUIDELINES FOR LABOR CHARGES

• Four (4) or more services in one booth
• Installation of services after booth display and/or carpet has been installed
• Relocating/moving installed services
• Orders submitted without booth diagrams/grid with installation instructions
• Resetting breakers due to exhibitor equipment

PLACEMENT OF SERVICES FOR EXHIBITS

• Power originates from floor pockets in 30 foot centers.
• Services are installed from floor pockets nearest to exhibitor booth.
• Exhibitors must submit a diagram drawn to scale, to include booth orientation, dimensions of service placement.

Diagrams/Grids must include:
• Booth dimensions or size of booth
• Booth orientation (identify N, S, E, W or adjacent booth/aisles to booth)

Locations for Services (feet/inches)
• A booth diagram/grid is required for:
  Island booth
  Booths greater than 20x20
  Booth with four (4) or more services

Labor charges will be applied for installation of services

BOOTH GRIDS

• 10x10 Booth
• 10x20 Booth
• 20x20 Booth
• 20x30 Booth
• 30x30 Booth