

Important Information
Straight Time: 8:00 am to 4:30 pm, Monday-Friday.
Overtime: Before 8:00 am and after 4:30 pm, Monday-Friday, and all hours on Saturday.
Double Time: Sunday and observed union holidays.
Show Site Labor Orders: Add 30% to hourly rates.
T3 Expo bills in one hour increments per crew for Sign Hanging.

· Hanging Signs should be sent in a separate container to the Advance Shipping Warehouse no later than Wednesday, May 29, 2024 using the enclosed "Hanging Sign" labels. All Hanging Signs are subject to approval and must conform to Show Management and facility regulations. Signs requiring electricity must be in accordance with the National Electrical Code. • T3 Expo reserves the right to refuse to hang any sign which we deem to be unsafe. • If any hang point supports over 250 lbs., notify T3 immediately for special authorization.

Company Name: _____
Contact Name: ____
Email Address: ____
Cell Phone:

Booth #:



ESX 2024 June 4-5, 2024 Kentucky International Convention Center Louisville, KY

Hanging Sign Order Form

Sign Assembly Labor T3 Supervised Sign Assembly			Overtime \$206.00 \$267.80	\$258.00 \$335.40					
Does the sign require assembly (assembly labor performed at a		Yes	No						
Requested Date & Time**	# of Men	# of Hours	Hourly Rate	Total Cost					
Installation	X	x	: = S	\$					
Dismantle	X	X	= 9	S					
		Straight Time	Overtime	Double Time					
Sign Hanging Lift/Crew		\$899.00	\$1,041.00	\$1,184.00					
Requested Date & Time**	# of Lift(s) Crew(s)	# of Hours	Hourly Rate	Total Cost					
Installation	x	x	= \$	S					
Dismantle	X	x	= \$	S					
Note: Final billing will include time, materials, assembly, installation and dismantle. **We will do our best to accommodate the requested date and time. Crew size is at the discretion of T3 Expo. Supervision of all labor is required (check one)									
Exhibitor Supervision	On site/after hours contact cell phone: ()								
	On site/after hours contact name:								
T3 Expo Supervision	On site/after hours contact cell phone: ()								
	On site/after hou	urs contact na	ame:						
In order to perform Labor witho detailed set-up instructions (bluoutbound shipping instructions.	eprints/floor plans	•	•						
	Set-Up Ins	structions At	tached						
	Outbound	Shipping In	formation Attac d Dismantle only						

Estimated Total Hanging Sign......\$





ESX 2024 June 4-5, 2024 Kentucky International Convention Center Louisville, KY

Hanging Sign Description & Position

Description of Material	Sign									
Cloth/Ving	yl	Wood	System		Meta	I	Other	•		
Single Si	ded	Double Sided	Pockets		Gron	nmets	# of H	lang Point	s	
Shape Square		Circle	Triangle		Pinw	heel	Other	·		
Dimensions										
Height		Width	Length				Approx	Weight _		lbs.
Assembly Requ Yes	ired? No	Electricity Req Yes	uired? No	Cha	i n Moto Yes	-	uired? (No		T3 Expo f	
Is exhibitor supe	ervision red	quired for T3 Exp	o to assemble	and	hang th	e sign'	?	Yes	No	
Position of Sig Distance from		o the top of the sign	າ		or	to	maximuı	n height a	llowed	
Location	Center of I	Booth	See Diagram E	Below						
		Each square	=	_	Adja	cent Bo	ooth or A	isle # =		¬
Use this grid to indicate the position of your hanging sign. • Please indicate the scale of the grid (i.e. 1 square=1 foot) or indicate the dimensions of your booth. • Mark the adjacent booth numbers or aisle				h or Aisle # =						h or Aisle # =
numbers in the	space arou	nd the grid.		Adjacent Booth or Aisle#						Adjacent Booth or Aisle #
Contact Name:_ Email Address:_					Adja	cent Bo	ooth or A	isle # =		
Booth #:										