



Labor Jurisdictions - Georgia

LABOR

Georgia is a "right-to-work" state. Exhibitor personnel may set up their own exhibits if so desired using their own tools and company personnel. Union Labor is available to assist in the installation and dismantling of exhibit booths. Exhibit labor, freight and rigging labor, electricians and plumbers can be arranged for at established rates using the enclosed order forms.

EXHIBIT LABOR JURISDICTION

Exhibit labor claims jurisdiction for the installation, dismantling and first cleaning of prefabricated exhibits and displays when this work is done by RPM personnel. They may be employed by completion of labor forms enclosed in this manual.

Union Labor is not required to put your products on display, to open cartons containing your products, nor to perform testing, maintenance or repairs on your products.

MATERIAL/FREIGHT HANDLING JURISDICTION

RPMXPO Services has the responsibility of receiving and handling all exhibit materials and empty crates that come in via over-the-road carriers. It is RPM's responsibility to manage docks and schedule vehicles for the smooth and efficient move-in and move-out of the exhibition. RPM will not be responsible, however, for any materials they do not handle

Vehicles must not be left unattended at the loading areas. Any unattended vehicles will be towed away at the owner's expense.

The Fire Marshal absolutely prohibits the storage of empty containers in the exhibit hall. Arrangements have been made with RPMXPO Services to store empty crates. Please refer to the Material Handling Information sheet in this service manual for the handling of empties, disposal of skids, etc.

GRATUITIES/BREAKS

Tipping is expressly prohibited. This includes such practices as giving money, merchandise, or other special consideration for services rendered. Do not give coffee breaks other than mid-morning and mid-afternoon when the union has a 15-minute paid break. Meal breaks are one hour. Any attempt to solicit a gratuity by an employee for any service should be reported immediately to RPMXPO Services.

IN GENERAL

Exhibitors do not have to respond to grievances or complaints from union and trade personnel with respect to work jurisdictions. Please refer all such disputes and/or questions to RPMXPO Services management personnel immediately.

SAFETY

Safety of everyone working in the hall is of our utmost concern at all times. Standing on chairs, tables and other furniture is PROHIBITED. The furniture is not designed to support your standing weight. RPMXPO Services cannot be held responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in assembling your booth, please order labor on the Display Labor Order Form included in this manual and the necessary ladders and tools will be provided.



Display Labor Order Form **Deadline: 4/19/24**

Display Labor for Installation and Dismantling of Exhibits — Power Tools Are Not Supplied —		
Straight Time 8:00 am to 5:00 pm Monday through Friday.	Overtime After 5:00 pm until 8:00 am Monday through Friday, all day Saturday and Sunday.	Double Time All holidays and any time a worker works more than ten (12) hours in the same day
\$80.93 per hour, one hour minimum per worker, thereafter 1/2 hr. increments.	\$121.40 per hour, one hour minimum per worker, thereafter 1/2 hr. increments.	\$161.86 per hour, one hour minimum per worker, thereafter 1/2 hr. increments.
All Labor orders received after the return deadline date will be charged an additional 25%		

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 and out at the service Desk. Exhibitors not checked in by their requested starting times are subject to a 1 hour minimum charge per worker ordered, unless we receive written cancellation 24 hours prior to starting time.

PLEASE INDICATE SERVICEREQUIRED:

- EXHIBITOR'S SUPERVISION – All work performed must be under the supervision of the Exhibitor
- RPMxpo SUPERVISION – Hourly rate plus 30% Supervision charge. Minimum \$40.00. Detailed set-up and outbound shipping instructions must be sent in advance.

	Dates Required	# of Workers Requested	Time of Day Requested	Estimated # of Hours Per Worker	Estimated Amount
SET-UP	Tuesday, May 15th				\$
DISMANTLE	Thursday, May 16th				\$
TOTAL AMOUNT →					\$

Name of Carrier: _____ # of Crates: _____ # Cartons: _____ # of Skids: _____

Display shipped to:	<input type="checkbox"/> Warehouse	<input type="checkbox"/> Show Site	<input type="checkbox"/> Display includes Carpet	<input type="checkbox"/> Will Rent Carpet
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PLEASE INCLUDE YOUR SET-UP PLANS WITH YOUR ORDER

After Dismantle Return Display to: _____

Payment Policy: Credit Card information must be on file for all display labor services. All outstanding invoices must be settled at the service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover and American Express accepted.

Cancellation Policy: Display labor service orders cancelled 48 hours prior to move in will be refunded at 50% of original price. Display labor service orders cancelled less than 48 hours prior to move-in will be invoiced a minimum of one hour per worker.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:



Forklift Order Form **Deadline: 4/19/24**

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 handed from carrier to booth, provided exhibitor or his representative is present at time of delivery to booth. It is not necessary to order forklift labor 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.

Forklift Labor Rates

Forklift Crew Consists of One Ground Man and One Forklift Operator			
	Straight Time 8:00 am to 5:00 pm Monday through Friday	Overtime After 5:00 pm until 8:00 am Monday through Friday, all day Saturday and Sunday	Double Time All holidays and any time a worker works more than ten (12) hours in the same day
Fork Lift with Operator Up to 5,000 lbs. Capacity	\$ 261.18 per hour, one hour minimum, per worker, thereafter ½ hr. increments	\$ 391.77 per hour, one hour minimum, per worker, thereafter ½ hr. increments	\$ 522.36 per hour, one hour minimum, per worker, thereafter ½ hr. increments
Additional Worker	\$ 80.93 per hour, one hour minimum, per worker, thereafter ½ hr. increments	\$ 121.40 per hour, one hour minimum, per worker, thereafter ½ hr. increments	\$ 161.86 per hour, one hour minimum, per worker, thereafter ½ hr. increments
Over 5,000 lbs. & 4 Stage Forklift	Quoted Upon Request		
Standard Operating Procedure	All Labor orders received after the return deadline date will be charged an additional 25% Anything that requires straps, shackles, and a 4 Stage Forklift, will come with an additional worker. (see additional worker prices above)		

	Dates Required	service Required	Time Requested	Estimated # of Hours Per Crew	Estimated Amount
SET-UP	Tuesday, May 14th				\$
DISMANTLE	Thursday, May 16th				\$
# of Pieces to be Spotted: _____ Heaviest Pieces: _____					TOTAL AMOUNT → \$

Payment Policy: Credit Card information must be on file for all rigging labor services. All outstanding invoices must be settled at the service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, Discover, and American Express accepted.

Cancellation Policy: Forklift labor service orders cancelled 48 hours prior to move in will be refunded at 50% of original price. Forklift labor service orders cancelled less than 48 hours prior to move-in will be invoiced a minimum of one hour per worker.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date:



Booth Cleaning/Porter Service **Deadline: 4/19/24**

VACUUMING								
All carpets ordered from RPMXPO are installed clean for your use; however, you may want to order cleaning services for debris created during set-up.								
Booth Dimensions		Total Square Feet	X	Advance Rate	or	Standard Rate	# of Days Required	Amount
ft.	ft.	ft.	X	\$.47 / sq. ft.	or	\$.59 / sq. ft.	1	\$
MINIMUM CHARGE - 100 Sq. ft. per day							TOTAL AMOUNT →	
							\$	

PERIODIC PORTER SERVICE										
Porter Service includes emptying wastebaskets within the booth every two hours during the show. It may be ordered once for the first day of the show only or daily. Please choose either Once (before initial opening) or Daily Porter Service below.										
PORTER SERVICE— First Day	Booth Dimensions		Total Square Feet	X	Advance Rate	or	Standard Rate	X	# of Days Required	Amount
	ft.	ft.	ft.	X	\$.68 / sq. ft.	or	\$.85 / sq. ft.	X	1	\$
PORTER SERVICE - Daily (Rate is all 3 days - not per ft/per day)	Booth Dimensions		Total Square Feet	X	Advance Rate	or	Standard Rate	# of Days Required	Amount	
	ft.	ft.	ft.	X	\$ 1.75 / sq. ft.	or	\$ 2.19 / sq. ft.	3	\$	
MINIMUM CHARGE - 100 Sq. ft.							TOTAL AMOUNT →			
							\$			

Cancellation Policy: Labor service orders cancelled prior to 48 hours of the event move in will be refunded at 75% of the original price. Labor service orders cancelled less than 48 hours prior to move in will be invoiced 50% of the original order. Refer to Payment Policies for full description.

Company Name:	Booth #:
Ordered By:	Phone #:
Signature:	Date: