





**HEAD OFFICE**  
12340 Horseshoe Way  
Richmond, BC  
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The Fair at the PNE  
August 17 - September 2, 2019  
Pacific National Exhibition  
Vancouver, BC

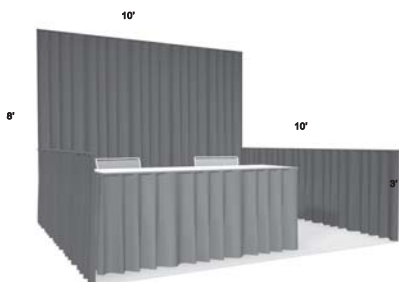
## EXHIBITOR SPECIAL RENTAL ORDER FORM & INVOICE

READY BEFORE YOU ARRIVE!

NO LABOUR COSTS!

NO TRUCKING COSTS!

### PACKAGE - A 10' x 10' DRAPERY BOOTH



#### INCLUDES:

8' high backwall  
3' high sidewall  
1 - 2' x 6' skirted table  
2 - folding chairs  
10' x 10' grey carpet

**\$204.00** (discount)

**\$323.00** (standard)

☐ Package A

### PACKAGE - B 10' x 10' HARDWALL BOOTH



#### INCLUDES:

White hardwall or coloured fabric backwall panels  
1 - Header sign - 10" x 78"  
1 - 2' x 6' skirted table  
2 - fabric chairs  
2 - rear shelves  
10' x 10' grey carpet

**\$587.00** (discount)

**\$1611.00** (standard)

☐ Package B

#### TABLE SKIRT COLOUR SELECTIONS

☐ Blue ☐ Red ☐ Burgundy ☐ Silver ☐ White ☐ Black  
☐ Hunter Green

#### TABLE SKIRT COLOUR SELECTIONS

☐ Blue ☐ Red ☐ Burgundy ☐ Silver ☐ White ☐ Black  
☐ Hunter Green

### SPECIAL INSTRUCTIONS

#### FABRIC COVERED PANELS (velcro compatible backwall only)

☐ Silver ☐ Blue ☐ Black ☐ White hardwall

### OPTIONS

#### PACKAGE - B

| Description   | Qty. | Discount Rate | Standard Rate | Total |
|---|------|---------------|---------------|-------|
| White 1/8" pegboard panel (hooks not supplied)          |      | 84.00 each    | 110.00 each   |       |
| Wall Shelf (0.25m deep x 1m long)                       |      | 66.00 each    | 85.00 each    |       |
| Armlight with 150 watt bulb (power source NOT included) |      | 89.00 each    | 126.00 each   |       |

Header to read:

### EXHIBITOR INFORMATION

COMPANY

CONTACT

BOOTH#

### COST SUMMARY

|                      |                   |  |
|----------------------|-------------------|--|
| RATE ADJUSTMENT      | (OFFICE USE ONLY) |  |
| 25% CANCELLATION FEE | (OFFICE USE ONLY) |  |
| SUBTOTAL             |                   |  |
| P.S.T. 7%            |                   |  |
| G.S.T. 5%            |                   |  |
| TOTAL                |                   |  |

**PLEASE REFER TO THE PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM**

**\*\*ORDERS WILL NOT BE PROCESSED WITHOUT PAYMENT\*\***

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showspecial.cdr

# BOOTH CARPET SALE PRICE - \$153.00

## ON-SITE PRICE - \$197.00

**PLEASE ORDER BEFORE August 2, 2019 TO TAKE ADVANTAGE OF THIS SPECIAL.**

| <b>CARPET without foam padding</b>  |               |                |       |
|---|---------------|----------------|-------|
| Description   | Discount Rate | On - Site Rate | Total |
| Size - 10 ft. X 10 ft.  | 153.00        | 197.00         |       |
| 10 ft. X 20 ft.   | 306.00        | 394.00         |       |
| Other sizes in 10' x 10' increments only. Calculate sq. ft. X price per sq. ft. |               |                |       |
| Size _____ ft. x _____ ft.  |               |                |       |
| = _____ sq. ft.   | 1.53          | 1.97           |       |

- ☐ Blue    ☐ Red    ☐ Hunter Green  
☐ Teal Blue    ☐ Grey    ☐ Black    ☐ Purple

**A surcharge may be applied for damages incurred after installation.**

| <b>CARPET including foam padding</b>  |               |                |       |
|---|---------------|----------------|-------|
| Description   | Discount Rate | On - Site Rate | Total |
| Size - 10 ft. X 10 ft.  | 194.00        | 251.00         |       |
| 10 ft. X 20 ft.   | 388.00        | 502.00         |       |
| Other sizes in 10' x 10' increments only. Calculate sq. ft. X price per sq. ft. |               |                |       |
| Size _____ ft. x _____ ft.  |               |                |       |
| = _____ sq. ft.   | 1.94          | 2.51           |       |

- ☐ Blue    ☐ Red    ☐ Hunter Green  
☐ Teal Blue    ☐ Grey    ☐ Black    ☐ Purple

| <b>COMPLEMENTS</b> (Also see Accessories Form) |  |               |               |       |
|--|--|---------------|---------------|-------|
| Quantity                                       | Description  | Discount Rate | Standard Rate | Total |
|  | Waste basket   | 25.00         | 31.00         |       |
|  | Tropical plants - 3'- 4'   | 96.00         | 123.00        |       |
|  | Potted flowers   | 53.00         | 73.00         |       |
|  | Chrome stanchion   | 45.00         | 64.00         |       |
|  | Velour stanchion rope - red (max. length 7.5 ft)   | 45.00         | 64.00         |       |
|  | Retractable stanchion (max. belt length 6 ft)<br><input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Red | 53.00         | 73.00         |       |
|  | Table Top Plexi Box  | 108.00        | 142.00        |       |
|  | Large glass bowl   | 66.00         | 83.00         |       |

| <b>EXHIBITOR INFORMATION</b> |               |
|------------------------------|---------------|
| COMPANY                      |               |
| CONTACT                      | <b>BOOTH#</b> |

| <b>COST SUMMARY</b>  |                   |  |
|----------------------|-------------------|--|
| RATE ADJUSTMENT      | (OFFICE USE ONLY) |  |
| 25% CANCELLATION FEE | (OFFICE USE ONLY) |  |
| SUBTOTAL             |                   |  |
| P.S.T. 7%            |                   |  |
| G.S.T. 5%            |                   |  |
| <b>TOTAL</b>         |                   |  |

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## TABLE AND CHAIR RENTAL ORDER FORM & INVOICE

### TABLES

| Description   | Qty. | Discount Rate | Standard Rate | Total |
|---|------|---------------|---------------|-------|
|  <b>TABLES 30" HEIGHT</b>  |      |               |               |       |
| 4' x 2' Skirted   |      | 85.00         | 113.00        |       |
| 6' x 2' Skirted   |      | 100.00        | 129.00        |       |
| 8' x 2' Skirted   |      | 114.00        | 150.00        |       |
| Fourth side of table skirted  |      | 38.00         | 48.00         |       |
| Unskirted table <input type="checkbox"/> 8' <input type="checkbox"/> 6' <input type="checkbox"/> 4'   |      | 66.00         | 83.00         |       |
| <input type="checkbox"/> Blue <input type="checkbox"/> Red <input type="checkbox"/> Burgundy <input type="checkbox"/> Silver <input type="checkbox"/> White <input type="checkbox"/> Black<br><input type="checkbox"/> Purple <input type="checkbox"/> Hunter Green |      |               |               |       |

|  |  |        |        |  |
|--|--|--------|--------|--|
|  <b>TABLES 40" COUNTER HEIGHT</b>   |  |        |        |  |
| 4' x 2' Skirted  |  | 134.00 | 176.00 |  |
| 6' x 2' Skirted  |  | 147.00 | 192.00 |  |
| 8' x 2' Skirted  |  | 162.00 | 212.00 |  |
| Fourth side of table skirted   |  | 44.00  | 61.00  |  |
| Unskirted table <input type="checkbox"/> 8' <input type="checkbox"/> 6' <input type="checkbox"/> 4'  |  | 79.00  | 105.00 |  |
| <input type="checkbox"/> Blue <input type="checkbox"/> Red <input type="checkbox"/> Silver <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Hunter Green |  |        |        |  |

### ROUND PEDESTAL TABLES & COVERS

| Description   | Qty. | Discount Rate | Standard Rate | Total |
|---|------|---------------|---------------|-------|
|  <b>17" H x 30"D Coffee Table</b>    |      |               |               |       |
| White   |      | 81.00         | 108.00        |       |
| Black   |      | 96.00         | 123.00        |       |
|  <b>27" H x 30"D Round Ped Table</b> |      |               |               |       |
| White   |      | 88.00         | 116.00        |       |
| Black   |      | 103.00        | 134.00        |       |
|  <b>40" H x 30"D Round Ped Table</b> |      |               |               |       |
| White   |      | 96.00         | 123.00        |       |
| Black   |      | 111.00        | 146.00        |       |

### ROUND STRETCH SPANDEX COVER

|   |  |       |       |  |
|---|--|-------|-------|--|
| 30"H <input type="checkbox"/> Black   |  | 28.00 | 36.40 |  |
| 40"H <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Royal Blue <input type="checkbox"/> Red <input type="checkbox"/> Teal <input type="checkbox"/> Yellow |  | 28.00 | 36.40 |  |

### TABLE RISERS DRAPED IN WHITE VINYL

|                   |  |        |        |  |
|-------------------|--|--------|--------|--|
| 4'L X 8" W X 8" H |  | 84.00  | 110.00 |  |
| 6'L X 8" W X 8" H |  | 111.00 | 144.80 |  |

### CHAIRS

| Description  | Qty. | Discount Rate | Standard Rate | Total |
|--|------|---------------|---------------|-------|
|  <b>FABRIC SLED BASE CHAIR - GREY</b>   |      | 56.00         | 73.00         |       |
|  <b>FABRIC ARMCHAIR - GREY</b>          |      | 75.00         | 100.00        |       |
|  <b>FOLDING CHAIR</b>                   |      | 33.00         | 42.00         |       |
|  <b>LEATHER EXECUTIVE CHAIR - BLACK</b> |      | 125.00        | 166.00        |       |
|  <b>FABRIC STENO CHAIR</b>              |      | 85.00         | 113.00        |       |
|  <b>PADDED BAR STOOL - BLACK</b>       |      | 72.00         | 94.00         |       |
|  <b>PADDED HIGH BACK STOOL</b>        |      | 98.00         | 128.00        |       |

### EXHIBITOR INFORMATION

COMPANY

CONTACT

BOOTH#

### COST SUMMARY

|  |  |
|--|--|
| RATE ADJUSTMENT (OFFICE USE ONLY)      |  |
| 25% CANCELLATION FEE (OFFICE USE ONLY) |  |
| SUBTOTAL                               |  |
| P.S.T. 7%                              |  |
| G.S.T. 5%                              |  |
| TOTAL                                  |  |

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TABLE-CHAIR 2019.cdr

## Accessories



Aluminum Folding Literature Rack



Wire Literature Rack/ Black



Chrome Bag Holder



Coat Tree



Waste Basket



Bar Fridge/ colours vary



Table Top Plexi Draw Box  
(table not included)



Aluminum Easel



Chrome Sign Holder



Pop - Up Booth



Fabric Poster Board / Horizontal or Vertical



Counter / White or Black











Jewelry Case / White



Show Case / White

## ACCESSORIES RENTAL ORDER FORM & INVOICE

### ACCESSORIES

| Description  | Qty. | Discount Rate | Standard Rate | Total |
|--|------|---------------|---------------|-------|
|  <b>ALUMINUM FOLDING LITERATURE RACK</b><br>(with clear plexi dividers)<br>- double wide rack available please ask for rate |      | 101.00        | 133.00        |       |
|  <b>WIRE LITERATURE RACK</b><br>20 pockets for 8.5" x 11" material  |      | 117.00        | 150.00        |       |
|  <b>CHROME BAG HOLDER</b>   |      | 67.00         | 85.00         |       |
|  <b>COAT TREE</b>  |      | 67.00         | 85.00         |       |
| <b>GARMENT ROLLING RACK</b>  |      | 74.00         | 97.00         |       |
|  <b>CHARGING STATION</b><br>(based on available inventory)  |      | 750.00        | 975.00        |       |
|  <b>WASTE BASKET</b>  |      | 25.00         | 31.00         |       |
|  <b>BAR FRIDGE</b>  |      | 187.00        | 246.00        |       |
|  <b>TABLE TOP PLEXI DRAW BOX</b><br>12" x 12" x 12" tall  |      | 108.00        | 142.00        |       |
|  <b>ALUMINUM EASEL</b><br>Fits sign sizes:<br>22" x 28"<br>24" x 36"<br>28" x 44"   |      | 74.00         | 97.00         |       |


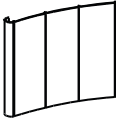


### EXHIBITOR INFORMATION

COMPANY




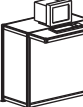
CONTACT

**BOOTH#**

### DISPLAY UNITS

| Description   | Qty. | Discount Rate | Standard Rate | Total |
|---|------|---------------|---------------|-------|
|  <b>CHROME SIGN HOLDER</b><br>22" x 28"  |      | 79.00         | 105.00        |       |
|  <b>POP-UP BOOTH</b><br>8 ft. Fabric Panels<br>Velcro compatible<br><input type="checkbox"/> Light fixtures \$95.00/per (set of two)<br><input type="checkbox"/> Black |      | 639.00        | 861.00        |       |
|  <b>FABRIC POSTER BOARD</b><br>4' x 8' grey fabric<br>covered both sides<br><input type="checkbox"/> Horizontal (shown)<br><input type="checkbox"/> Vertical          |      | 202.00        | 264.00        |       |
|  <b>TALL CABINET SHOW CASE</b><br>3 shelves with lockable door<br>14" X 39" X 78"<br><input type="checkbox"/> Lights \$78.00   |      | 551.00        | 721.00        |       |

### COUNTER UNITS

| Description  | Qty. | Discount Rate                      | Standard Rate                      | Total |
|--|------|------------------------------------|------------------------------------|-------|
|  <b>COUNTER</b><br>Sliding doors & storage shelf<br>20" x 40" x 40" tall<br><input type="checkbox"/> Lock (\$21.00 each)                                    |      | White<br>250.00<br>Black<br>341.00 | White<br>328.00<br>Black<br>447.00 |       |
|  <b>JEWELRY CASE</b><br>One shelf<br>20" x 40" x 40" tall<br><input type="checkbox"/> Lock (\$21.00 each)<br><input type="checkbox"/> Lights (\$21.00 each) |      | 324.00                             | 425.00                             |       |
|  <b>SHOW CASE</b><br>Two shelves<br>20" x 40" x 40" tall<br><input type="checkbox"/> Lock (\$21.00 each)<br><input type="checkbox"/> Lights (\$21.00 each)  |      | 338.00                             | 441.00                             |       |
|  <b>COMPUTER COUNTER</b><br>White<br>base - 20" x 28" x 40" tall<br>12" keyboard extension<br>Sliding doors<br><input type="checkbox"/> Lock (\$21.00 each) |      | 313.00                             | 411.00                             |       |

### COST SUMMARY

|                      |                   |  |
|----------------------|-------------------|--|
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| 25% CANCELLATION FEE | (OFFICE USE ONLY) |  |
| SUBTOTAL             |                   |  |
| P.S.T. 7%            |                   |  |
| G.S.T. 5%            |                   |  |
| TOTAL                |                   |  |

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ACCESSORIES 2019.cdr



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## HARDWALL SYSTEM RENTAL ORDER FORM & INVOICE

### 10' x 10' BOOTH PACKAGES - For Optimum Display please call for quote

| Description  | Qty | Discount Rate        | Standard Rate        | Total |
|--|-----|----------------------|----------------------|-------|
| <b>Base package includes:</b> Aluminum structure, white hardwalls or coloured fabric wall panels, company name in block lettering, carpet, installation and dismantle.     |     |                      |                      |       |
| <b>MODEL 110</b> Basic - 1 straight header sign<br>Deluxe - 1 curved header sign and 3 ft stepdown sidewalls   |     | 1,107.00<br>1,231.00 | 1,494.00<br>1,661.00 |       |
| <b>MODEL 120</b> Basic - Corner booth with oversize counter, 1 curved header sign<br>Deluxe - Basic plus 1 additional curved header sign and 1 enclosed corner counter top |     | 1,561.00<br>1,931.00 | 2,109.00<br>2,606.00 |       |
| <b>MODEL 130</b> Basic - 1 curved header sign<br>Deluxe - Basic plus horizontal and vertical combination backwall panels   |     | 1,352.00<br>1,882.00 | 1,827.00<br>2,542.00 |       |
| <b>MODEL 140</b> Basic - 1 oversize curved header sign with curved sidewall panels<br>Deluxe - Basic plus 2 built in counters with sliding doors & 3ft stepdown sidewalls  |     | 1,825.00<br>2,276.00 | 2,507.00<br>3,072.00 |       |

### 10' x 20' BOOTH PACKAGES - For Optimum Display please call for quote

|  |  |                      |                      |  |
|--|--|----------------------|----------------------|--|
| <b>MODEL 210</b> Basic - Straight backwall with 1 curve header<br>Deluxe - 1 curved header sign and 3 ft stepdown sidewalls  |  | 1,697.00<br>2,091.00 | 2,291.00<br>2,822.00 |  |
| <b>MODEL 220</b> Basic - Corner booth with oversize counter, 1 curved header sign & storage room (not lockable)<br>Deluxe - Basic plus 1 additional curved header sign and lockable storage room |  | 2,620.00<br>3,295.00 | 3,537.00<br>4,450.00 |  |
| <b>MODEL 230</b> Basic - 1 curved header sign and storage room (not lockable)<br>Deluxe - Basic plus horizontal & vertical combo backwall panels, 3ft stepdown walls & lockable storage room     |  | 2,902.00<br>3,346.00 | 3,917.00<br>4,516.00 |  |
| <b>MODEL 240</b> Basic - 1 oversize curved header sign with curved sidewall panels<br>Deluxe - Basic plus 3 built in counters with sliding door & 3 ft stepdown sidewalls                        |  | 3,409.00<br>3,652.00 | 4,700.00<br>4,931.00 |  |

### OPTIONS & INFORMATION

#### HARDWALL PANEL (non fabric) SELECTION

☐ White

#### FABRIC PANEL COLOUR SELECTIONS

☐ Blue ☐ Silver ☐ Black

#### CARPET COLOUR SELECTIONS

☐ Blue ☐ Red ☐ Hunter Green ☐ Burgundy ☐ Grey ☐ Black

#### HEADER TO READ (up to 20 characters, black lettering on white)

Header One

Header Two

For more information on counters and other accessories please see the **ACCESSORIES** Rental Order Form.

### SPECIAL INSTRUCTIONS

### ACCESSORY OPTIONS

| Description   | Qty. | Discount Rate | Standard Rate | Total |
|---|------|---------------|---------------|-------|
| Wall shelf, .25m deep x 1m long                     |      | 66.00         | 85.00         |       |
| Angled shelf, .25m deep x 1m long                   |      | 85.00         | 117.00        |       |
| 150 watt arm light, power NOT included              |      | 89.00         | 126.00        |       |
| 2m white curve counter WITH inside shelf, NO doors  |      | 492.00        | 640.00        |       |
| White PVC slat wall, 2.5m high x 1m wide, per lin.m |      | 176.00/m      | 235.00/m      |       |

### EXHIBITOR INFORMATION

COMPANY

CONTACT

BOOTH#

### COST SUMMARY

|  |  |
|--|--|
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| 25% CANCELLATION FEE (OFFICE USE ONLY) |  |
| SUBTOTAL                               |  |
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HARDWALL 2019 L 10x10.cdr

## HARDWALL SYSTEM 10' x 10' EXHIBITS

### MODEL 110 - 10'x10' CORNER OR INLINE



OPTIMUM DISPLAY - call for quote



BASIC MODEL 110



DELUXE MODEL 110

### MODEL 120 - 10'x10' CORNER



OPTIMUM DISPLAY - call for quote



BASIC MODEL 120



DELUXE MODEL 120

### MODEL 130 - 10'x10' CORNER OR INLINE



OPTIMUM DISPLAY - call for quote



BASIC MODEL 130



DELUXE MODEL 130

### MODEL 140 - 10'x10' CORNER OR INLINE



OPTIMUM DISPLAY - call for quote



BASIC MODEL 140



DELUXE MODEL 140

### BASIC HARDWALL PACKAGE INCLUDES

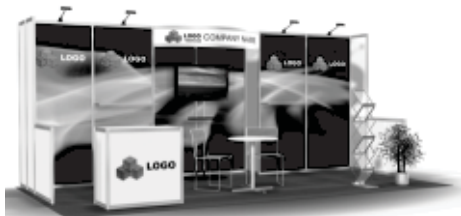
- Aluminum structure
- White hardwall or coloured fabric backwalls
- Carpet
- Please fill in carpet colour selection on order form

- Header assembly
- Graphics - block lettering only (logo extra)
- Please fill in header sign info. on order form



## HARDWALL SYSTEM 10' x 20' EXHIBITS

### MODEL 210 - 10'x 20' CORNER OR INLINE



OPTIMUM DISPLAY - call for quote



BASIC MODEL 210

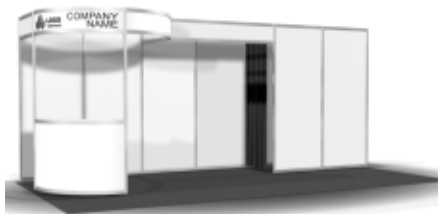


DELUXE MODEL 210

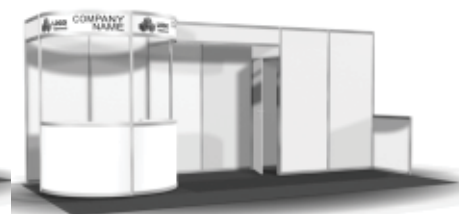
### MODEL 220 - 10'x 20' CORNER



OPTIMUM DISPLAY - call for quote



BASIC MODEL 220



DELUXE MODEL 220

### MODEL 230 - 10'x 20' CORNER OR INLINE



OPTIMUM DISPLAY - call for quote



BASIC MODEL 230



DELUXE MODEL 230

### MODEL 240 - 10'x 20' CORNER OR INLINE



OPTIMUM DISPLAY - call for quote



BASIC MODEL 240



DELUXE MODEL 240

### BASIC HARDWALL PACKAGE INCLUDES

- Aluminum structure
- White hardwall or coloured fabric backwalls
- Carpet
- Please fill in carpet colour selection on order form

- Header assembly
- Graphics - block lettering only (logo extra)
- Please fill in header sign info. on order form





# Custom Exhibits

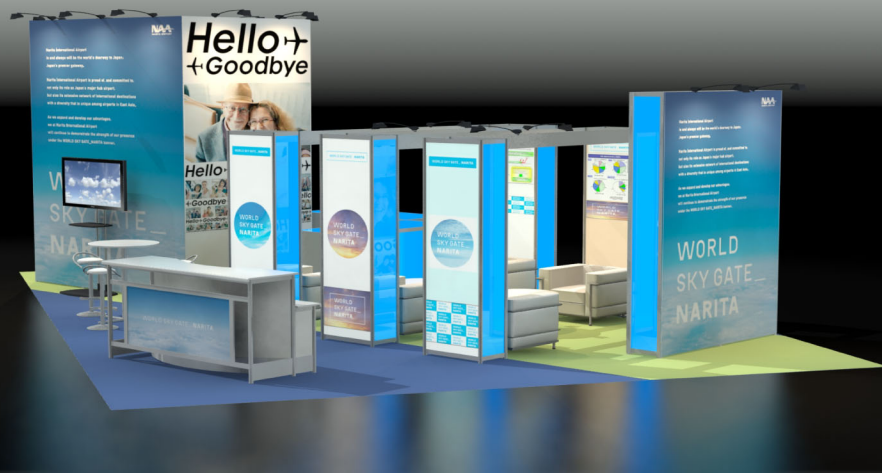
***A more sophisticated technique to exhibit marketing messages creatively and effectively!***

With decades of service, Levy continues to provide viable and reliable alternatives to maximize clients overall booth space. Our sales team and design specialists work closely with each and every client to create a unique exhibit designed to meet a wide variety of today's marketing strategies. Whether the image and budget are conservative or extravagant, Levy exceeds to offer the most suitable and perfect exhibit space solutions.



**Built to exact specifications, each Levy Custom Exhibit is:**

- Unique
- Creative
- Practical
- Versatile
- Impressive
- Functional
- Attractive
- Inviting



*From simple to elaborate, Levy transforms empty booth spaces into custom, tailored, turnkey exhibits.*

***Call our experienced professionals for an innovative and customized approach.***





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## IN-BOOTH FORKLIFT ORDER FORM & INVOICE

### TERMS & CONDITIONS

The exhibitor, his agent or representative must supply sufficient manpower including competent and authorized supervisors to manage and control the exhibit installation activity.

The exhibitor, upon signing this order form, covenants and agrees to indemnify and hold harmless Levy Show Service Inc., from and against all claims, demands, charges, losses or damage arising or alleged to arise directly or indirectly or incidentally by person of any act omission or operations of the exhibitor, his agent or representative, their officers, employees, agents or anyone for whom the exhibitor, his agent or representative are legally responsible.

Levy Show Service Inc., is to be cross insured on the insurance for the exhibitor's, his agent's or representative's operations conducted at this event.

Evidence of the insurance described above shall be forwarded to Levy Show Service Inc.

**THIS SERVICE IS NOT PROVIDED BY SHOW MANAGEMENT**

### RATES (All rates include forklift and driver)

| DESCRIPTION  |  | DISCOUNT RATE     | STANDARD RATE     |
|--------------|--|-------------------|-------------------|
| REGULAR TIME | 8:00 AM - 4:00 PM Monday to Friday                               | \$191.00 per Hour | \$249.00 per Hour |
| OVER TIME    | 4:00 PM - 6:00 PM Monday to Friday<br>8:00 AM - 4:00 PM Saturday | \$237.00 per Hour | \$307.00 per Hour |
| DOUBLE TIME  | All other hours including Sundays<br>and Statutory Holidays      | \$290.00 per Hour | \$365.00 per Hour |

### ESTIMATED INSTALLATION REQUIREMENTS

| DESCRIPTION  |                           | Discount Rate     | Standard Rate     | TOTAL          |   |
|--------------|---------------------------|-------------------|-------------------|----------------|---|
| REGULAR TIME | ____ Forklifts ____ Hours | \$191.00 per Hour | \$249.00 per Hour | \$ _____ Total | There is a minimum charge of one (1) hour per forklift. Additional time thereafter is charged in one-half (½) hour increments.<br>Date Required _____<br>Start Time _____ |
| OVER TIME    | ____ Forklifts ____ Hours | \$237.00 per Hour | \$307.00 per Hour | \$ _____ Total |   |
| DOUBLE TIME  | ____ Forklifts ____ Hours | \$290.00 per Hour | \$365.00 per Hour | \$ _____ Total |   |

### ESTIMATED DISMANTLE REQUIREMENTS

|              |                           |                   |                   |                |   |
|--------------|---------------------------|-------------------|-------------------|----------------|---|
| REGULAR TIME | ____ Forklifts ____ Hours | \$191.00 per Hour | \$249.00 per Hour | \$ _____ Total | There is a minimum charge of one (1) hour per forklift. Additional time thereafter is charged in one-half (½) hour increments.<br>Date Required _____<br>Start Time _____ |
| OVER TIME    | ____ Forklifts ____ Hours | \$237.00 per Hour | \$307.00 per Hour | \$ _____ Total |   |
| DOUBLE TIME  | ____ Forklifts ____ Hours | \$290.00 per Hour | \$365.00 per Hour | \$ _____ Total |   |

### SPECIAL INSTRUCTIONS

**DISCLAIMER:** In Booth Forklift does not cover any Material Handling services; please refer to the Material Handling Order Form and Invoice.

### EXHIBITOR INFORMATION

COMPANY \_\_\_\_\_

CONTACT \_\_\_\_\_

**BOOTH#** \_\_\_\_\_

### COST SUMMARY

|                      |                   |  |
|----------------------|-------------------|--|
| RATE ADJUSTMENT      | (OFFICE USE ONLY) |  |
| 25% CANCELLATION FEE | (OFFICE USE ONLY) |  |
| SUBTOTAL             |                   |  |
| P.S.T. 7%            |                   |  |
| G.S.T. 5%            |                   |  |
| TOTAL                |                   |  |

## PLEASE REFER TO THE PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM

**\*\*ORDERS WILL NOT BE PROCESSED WITHOUT PAYMENT\*\***

**STANDARD RATE** will be applied to all orders not received and paid in full by **August 2, 2019**. We reserve the right to adjust orders calculated incorrectly.

**A 25% CANCELLATION FEE** will be applied to all orders received and then cancelled. If full service has been provided then 100% of original fee will be applied. GST#R103315057

FORKLIFT 2019.cdr



**HEAD OFFICE**  
12340 Horseshoe Way  
Richmond, BC  
Canada, V7A 4Z1  
**Fax: 604 277 1736**  
**Telephone: 604 277 1726**  
**Email: operations@levyshow.com**



**The Fair at the PNE**  
**August 17 - September 2, 2019**  
**Pacific National Exhibition**  
**Vancouver, BC**

## LABOUR ORDER FORM & INVOICE

### SUPERVISION SERVICES (Please indicate desired service)

#### LEVY SHOW SERVICE INC. SUPERVISED

☐ MOVE IN ☐ MOVE OUT

#### LEVY SHOW SERVICE INC. WILL SUPERVISE

labour to unpack and install display before exhibitor arrival at show site and/or dismantle and pack display after show closing.

A 25% (\$35.00 minimum) Surcharge will be added to the labour rates below for this professional supervision.

#### EXHIBITOR SUPERVISED

☐ MOVE IN ☐ MOVE OUT

#### EXHIBITOR WILL SUPERVISE

the labourers provided by Levy Show Service Inc. for the installation and/or dismantle of the exhibit.

Supervisor's name \_\_\_\_\_

Labour will be tentatively scheduled as per your indicated start time below. Please note that you will need to check in with our Levy Customer Service Desk on-site to advise that you are ready for your labourer(s) to begin.

### LABOUR RATES

|              |  |                   |
|--------------|--|-------------------|
| REGULAR TIME | 8:00 AM - 4:00 PM Monday to Friday                               | \$96.00 per Hour  |
| OVER TIME    | 4:00 PM - 6:00 PM Monday to Friday<br>8:00 AM - 4:00 PM Saturday | \$129.00 per Hour |
| DOUBLE TIME  | All other hours including Sundays<br>and Statutory Holidays      | \$166.00 per Hour |

### ESTIMATED INSTALLATION REQUIREMENTS

|              |                |            |                   |                |  |
|--------------|----------------|------------|-------------------|----------------|--|
| REGULAR TIME | ____ Labourers | ____ Hours | \$96.00 per Hour  | \$ _____ Total | A minimum charge for labour is one (1) hour per labourer. Labour thereafter is charged in one-half (½) hour increments.<br>Date Required _____<br>Start Time _____ |
| OVER TIME    | ____ Labourers | ____ Hours | \$129.00 per Hour | \$ _____ Total |  |
| DOUBLE TIME  | ____ Labourers | ____ Hours | \$166.00 per Hour | \$ _____ Total |  |

### ESTIMATED DISMANTLE REQUIREMENTS

|              |                |            |                   |                |  |
|--------------|----------------|------------|-------------------|----------------|--|
| REGULAR TIME | ____ Labourers | ____ Hours | \$96.00 per Hour  | \$ _____ Total | A minimum charge for labour is one (1) hour per labourer. Labour thereafter is charged in one-half (½) hour increments.<br>Date Required _____<br>Start Time _____ |
| OVER TIME    | ____ Labourers | ____ Hours | \$129.00 per Hour | \$ _____ Total |  |
| DOUBLE TIME  | ____ Labourers | ____ Hours | \$166.00 per Hour | \$ _____ Total |  |

### INBOUND FREIGHT INFORMATION

Carrier \_\_\_\_\_ Date Shipped \_\_\_\_\_  
Number of Pieces \_\_\_\_\_ Weight \_\_\_\_\_  
Pro Number \_\_\_\_\_ Arrival Date (Target) \_\_\_\_\_  
☐ Loose Display ☐ Crated Display

### QUANTITY OF LADDERS REQUIRED (Optional)

# \_\_\_\_\_ (indicate number)

### EXHIBITOR INFORMATION

COMPANY \_\_\_\_\_

CONTACT \_\_\_\_\_

BOOTH# \_\_\_\_\_

### SPECIAL SET UP INSTRUCTIONS

Please include set up plans, photos and install instructions for booth labour ordered.

Are set up plans attached? ☐ Yes ☐ No

If no, please provide an email address for Levy to contact you regarding booth set up and special requirements:

### COST SUMMARY

|                                |                   |  |
|--------------------------------|-------------------|--|
| RATE ADJUSTMENT                | (OFFICE USE ONLY) |  |
| CANCELLATION FEE               | (OFFICE USE ONLY) |  |
| TOTAL ESTIMATED LABOUR         |                   |  |
| SUPERVISION 25% (\$35.00 min.) |                   |  |
| SUBTOTAL                       |                   |  |
| P.S.T. 7%                      |                   |  |
| G.S.T. 5%                      |                   |  |
| TOTAL                          |                   |  |

### PLEASE REFER TO THE PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM

**\*\*ORDERS WILL NOT BE PROCESSED WITHOUT PAYMENT\*\***

**TERMS & CONDITIONS** Gratuities in any form, including cash, gifts or labour hours for work not actually performed are prohibited. We reserve the right to adjust orders calculated incorrectly.

**CANCELLATION FEE** A one (1) hour "per person, per hour" charge will be applied for all cancelled labour orders. GST #R103315057

LABOUR 2019.cdr

# PAYMENT & LABOUR

The terms and conditions set forth below become part of the contractual agreement between Levy Show Service Inc and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

- ~ **WHEN THE METHOD OF PAYMENT FORM IS SIGNED; OR**
- ~ **WHEN AN ORDER FOR LABOUR, SERVICES, AND/OR RENTAL EQUIPMENT IS PLACED BY AN EXHIBITOR WITH LEVY SHOW SERVICE INC.; OR**
- ~ **WHEN WORK IS PERFORMED ON BEHALF OF EXHIBITOR BY LABOUR SECURED THROUGH LEVY SHOW SERVICE INC.**

## DEFINITIONS

"Levy Show Service Inc" ("LSS"), and any sub-contractors affiliated within the show. The term EXHIBITOR shall be construed within the meaning of this contract as the EXHIBITOR and/or its employees, agents, representatives, and/or any Exhibitor Appointed Contractor (E.A.C.).

## PAYMENT TERMS

Full payment, including any applicable tax, is due in advance or at show site. All payments must be in CDN. or U.S. Funds and all cheques must be drawn on a Canadian or U.S. Bank. Orders received without advance payment or after the deadline date will incur additional [After Deadline] charges as indicated on each order form. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of LSS except where specifically identified as a sale. All LSS rentals include delivery, installation and removal from EXHIBITOR's booth. In case of cancellation, a one-hour "per person, per hour" charge will be applied to all labour orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If services have already been provided at the time of cancellation 100% of original fee will be applied. It is the EXHIBITOR'S responsibility to advise LSS Exhibitor Services personnel of any problem with any order, and to check invoices for accuracy prior to the close of the exhibit. If EXHIBITOR is exempt from payment of sales tax, LSS requires a British Columbia or Federal tax exemption number. For EXHIBITORS, LSS requires 100% prepayment of advance orders, and any orders or services placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show, terms will be net, due and payable in CANADA, upon receipt of invoice. In the event of any dispute between EXHIBITOR and LSS relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, or any partial payment, due to LSS relative to any services, as an offset against the amount of any alleged loss or damage. Any claim against LSS shall be considered a separate transaction, and shall be resolved on its own merits. LSS reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR's estimate of charges and the actual charges incurred by the EXHIBITOR, or for any charges that LSS may be obligated to pay on behalf of the EXHIBITOR, including without limitation, any shipping charges.

## LABOUR PROVIDED UNDER THE SUPERVISION OF LSS

### RESPONSIBILITIES

LSS shall be responsible for the performance of labour provided under this option. LSS cannot assume responsibility for any acts of, or loss to, persons, parties and/or other contracting firms not under LSS's direct supervision and control. In no event shall LSS be liable for loss or damage caused by delay in labour beginning work when EXHIBITOR requests labour to begin later than the start of the working day. LSS shall not be responsible for loss, delay or damage due to strike, lockouts, and/or work stoppages, or other causes beyond LSS's reasonable control.

### INDEMNIFICATION

LSS agrees to indemnify, hold harmless, and defend EXHIBITOR from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) for bodily injury, including any injury to LSS employees, or property damage arising out of work performed by labour provided by and supervised by LSS, except when EXHIBITOR exercises direction and/or control over the work being performed.

## LABOUR PROVIDED UNDER THE SUPERVISION OF EXHIBITOR

### RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labour provided under this section. It is responsibility of EXHIBITOR to supervise labour secured through LSS in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with LSS Safe Work Rules and/or Federal, Province and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management Rules and/or Regulations. It is the responsibility of the EXHIBITOR to check in with the Service Desk to pick up labour, and to return to the Service Desk to release labour when the work is completed.

### INDEMNIFICATION

EXHIBITOR agrees to indemnify, hold harmless, and defend LSS from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) for bodily injury, including any injury to LSS employees, and/or property damage arising out of work performed by labor provided by LSS but supervised by EXHIBITOR. Further, EXHIBITOR's indemnification of LSS includes any and all violations of Federal, Province or Local ordinances, "Show Regulations and/or Rules" as published and/or set forth by Facility or Show Management, and/or directing labour provided by LSS to work in a manner that violates any of the above rules, regulations, and/or ordinances.

### IMPORTANT

**PLEASE REFER TO LSS's MATERIAL HANDLING TERMS AND CONDITIONS FORM AS THEY RELATE TO MATERIAL HANDLING SERVICES. CONTRACTUAL TERMS DEPEND ON THE NATURE OF SERVICES SECURED BY EXHIBITOR THROUGH LSS. TERMS & CONDITIONS MAY VARY FOR EACH TYPE OF SERVICE ORDERED THROUGH LSS.**

# TERMS & CONDITIONS

