



NFMT

Baltimore Convention Center - Baltimore, Maryland

March 26 - 28, 2019

Discount Deadline Tuesday, March 05, 2019

Order with complete Payment Authorization must be received before Discount Deadline date to receive discounted pricing.

Labor Hours

ST - Straight time: Monday-Friday, 8:00 AM - 4:30 PM
OT - Overtime: Monday-Friday, after 4:30 PM; all day Saturday & Sunday
DT - Double-time: All other hours and holidays

Shepard Blue Supervised Labor \*\*Pricing includes Supervisory fee of 30% over standard labor .

Table with 4 columns: Code, Discount, Regular, and values for 68066, 68067, 68068.

(68070/68071/68072)

Spend a Little, Save a Lot

Shepard will supervise\* the labor, set up your exhibit according to your instructions, dismantle it, pack it, and ship it out per your information!

Event Code: M103040319

Connect With Us! email baltimore@shepardes.com
phone (410) 737-9270
fax (410) 737-9274
mail 7079 Oakland Mills Rd, Columbia, MD 21046

Shepard Blue Supervised Labor

Choose Shepard Blue for your labor needs and leave your worries behind!

Step One:

Choose Your Service

Installation #
Dismantling #
Both #

Step Two:

How Many People?

#
#
#

Step Three:

How Many Hours?

#
#
#

Step Four:

When Should the Build be Complete?

Date: Time:
Date: Time:
Date: Time:

Step Five: Tell Us About Your Exhibit! (this portion must be completed before Shepard can begin any work on your exhibit)

Inbound Freight

Carrier Name Tracking or Pro # Estimated Weight
# of Pieces Advance Warehouse or Direct to Show site? Estimated Arrival Date

Set Up Information:

Company Contact Name: Email Cell Phone #
Contact Arrival Date Time Build Should be Complete
Booth Size: X Carpet: Ordered from Shepard Exhibitor Owned Carpet Carpet Padding

Drawings/Photos/Instructions:

Attached Emailed to Shepard With the Exhibit In crate #

Electrical Placement

(exhibitor is responsible to order) Emailed to Shepard Drawing Attached Drawing with Exhibit

Does Electrical go UNDER carpet? Yes No

Graphics:

With Exhibit Shipped Separately

Other Services Ordered:

Overhead Rigging Cleaning AV

Outbound Shipping:

# of Crates # of Cartons #of Fiber Cases # of Pallets

Ship To:

Phone #

Must Arrive at Destination By:

Name of Carrier

Method: Common Air Van Other

Date Carrier is Scheduled to Pick Up Freight

If Your Carrier doesn't show? Reroute with SLS

\*Allow time for empty return when scheduling your pick up

Send to warehouse for pick up (\$400 minimum charge)

Hours are based on estimates, you will be invoiced for actual time incurred. Minimum one hour per person ordered.

Estimated SES Blue Labor: \$

Cancellations must be received in writing within 48 hours of 1st day of exhibitor move in, otherwise a 1 hour per man ordered will apply.

NA Tax\*: \$

Amount Due: \$

Company Name:

Booth #

Contact Name

Contact Email Address

Please Sign

Card Holder Signature