



**NFMT**

Rio All-Suite Hotel & Casino - Las Vegas, NV

November 6 -7, 2018

Discount Deadline **Tuesday, October 16, 2018**

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, 4:30 PM - Midnight; Saturday/Sunday, 8:00 AM - 5:00 PM  
DT - Double-time: All other hours and holidays

Event Code: L103041118

Connect With Us! email [lasvegas@shepardes.com](mailto:lasvegas@shepardes.com)  
phone (702) 507-5278  
fax (702) 948-0341  
mail 5845 Wynn Road, Suites A,B,C,D, Las Vegas, NV 89118

Exhibitor Supervised Labor

**Exhibitor Supervised Labor**

Code	Discount	Regular	Estimate
68060	ST \$85.00	\$110.50	
68061	OT \$127.50	\$165.75	
68062	DT \$170.00	\$221.00	

(68063/68064/68065)

**Helpful Hints!**

Send your booth to the Advance Warehouse so it will be onsite when you arrive. Send a detailed drawing and instructions to us prior to the event. When ordering dismantle labor, factor in the time it takes to remove aisle carpet and return empty containers.

**Step One:**

Choose your **service**

Installation  
 Dismantling  
 Both

**Step Two:**

How many **people**?

# \_\_\_\_\_  
# \_\_\_\_\_  
# \_\_\_\_\_

**Step Three:**

How many **hours**?

# \_\_\_\_\_  
# \_\_\_\_\_  
# \_\_\_\_\_

**Step Four:**

Any other **details**?

Any special tools needed? Ladders? Lifts?  
Details: \_\_\_\_\_

**Step Five: Schedule**

Date \_\_\_\_\_ Start Time \_\_\_\_\_ End Time \_\_\_\_\_

Installation Request \_\_\_\_\_  
Dismantle Request \_\_\_\_\_

**Step Six: Onsite Contact Info**

Name \_\_\_\_\_  
Cell : \_\_\_\_\_ Email: \_\_\_\_\_

Requested times are not guaranteed and are based on availability.

**Exhibitor Owned Carpet Installation/Removal**

Use if you are shipping carpet to the event and require Shepard to install it for you. To determine square footage amount, multiply the width of your booth space by the length of your booth space.

Carpet and flooring must be shipped to the advance warehouse.

Code	SQ FT	Description	Discount	Regular	Amount	Flooring Type:			
68080		Flooring Only	1.00	1.30		<input type="checkbox"/>	Carpet Rolls	<input type="checkbox"/>	Padding
68083		Padding + Flooring	1.50	1.95		<input type="checkbox"/>	Carpet Squares	<input type="checkbox"/>	Other
68079		MINIMUM	170.00	221.00					

Is electrical to be installed under your carpet?  Yes  No (Please forward Shepard a diagram of your electrical layout.)

**In a Hurry or Have a Plane to Catch?**  
Choose **Shepard Blue** for your labor needs and leave the work to us!  
See the **Shepard Blue Labor Order** forms for details!

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

Labor Estimate \$ \_\_\_\_\_  
NA Tax\*: \$ \_\_\_\_\_  
Amount Due: \$ \_\_\_\_\_

Company Name: \_\_\_\_\_

Booth # \_\_\_\_\_

Contact Name

Contact Email Address

Please Sign

Card Holder Signature