

Material Handling			
Product #	Description	Price per CWT	Minimum
NOTE: Advance shipments will be moved to show site on overtime. The rates quoted below allow for this overtime handling without an additional overtime charge. Direct shipments received at show site on Sunday will be handled on overtime and subject to a 35% overtime handling charge.			
Warehouse (Advance) Shipment			
MH1	Crated or Skidded Shipment (includes display cases and cartons)	\$99.95	\$199.90
MH2	Special Handling/Uncrated , including: Pad Wrapped, Unskidded, Double Stacked, Double Handled, Side Door or Street Unloading, Oversized Crates or Crated Shipments that Require Special Handling, and Shipments Without Documentation	\$134.93	\$269.87
MH3	Small Package - first piece (applies to shipments weighing 30 pounds or less)	\$45.00	\$45.00
MH4	Small Package - each additional	\$35.00	\$35.00
Warehouse (Advance) Shipment Delivered after Published Deadline			
MH5	Crated or Skidded Shipment (includes display cases and cartons)	\$149.93	\$299.85
NOTE: Truck and driver fees (to move materials to show site) may apply. Any "Small Package" arriving late to the warehouse will be charged the CWT minimum.			
Show Site (Direct) Shipment			
MH6	Crated or Skidded Shipment (includes display cases and cartons)	\$72.00	\$144.00
MH7	Crated Shipment via Special Carrier (FedEx, UPS, DHL, USPS, etc.)	\$90.00	\$180.00
MH8	Special Handling/Uncrated , including: Pad Wrapped, Unskidded, Double Stacked, Double Handled, Side Door or Street Unloading, Oversized Crates or Crated Shipments that Require Special Handling, and Shipments Without Documentation	\$97.20	\$194.40
MH3	Small Package - first piece (applies to shipments weighing 30 pounds or less)	\$45.00	\$45.00
MH4	Small Package - each additional	\$35.00	\$35.00
Overtime / Off-Target Surcharge (Each occurrence charged separately)			
MH10	Crated or Skidded Shipment (includes display cases and cartons) - Rcvd at Show Site	\$25.20	\$50.40
MH11	Crated Shipment via Special Carrier (FedEx, UPS, DHL, USPS, etc.)	\$31.50	\$63.00
MH12	Special Handling/Uncrated , including: Pad Wrapped, Unskidded, Double Stacked, Double Handled, Side Door or Street Unloading, Oversized Crates or Crated Shipments that Require Special Handling, and Shipments Without Documentation	\$34.02	\$68.04
MH13	Shipment received at show site outside of the published exhibitor move-in schedule.	\$25.20	\$50.40
Miscellaneous Service			
MH14	Return to Warehouse (includes hold period* / first 5 days of storage)	\$40.00	\$200.00
MH15	Warehouse Storage Fee - per day (for storage before warehouse opens and/or after 5-day hold period*)	\$5.00	\$25.00
MH16	Motorized Vehicle Spotting Fees (round-trip, per vehicle)	CALL FOR QUOTE	
MH17	Marshalling Yard Fee (if applicable)	\$30 per shipment	

* **Hold Period:** Materials returned to the warehouse will be held for 5-business days; materials cannot be picked up until after the hold period.

NOTE: An overtime surcharge, per CWT, will apply if your shipment (advance or direct) is moved to or from show site on overtime due to scheduling conflicts beyond Hargrove's control.

Crated:	Material that is in any type of shipping container or material that is skidded that can be unloaded at the dock with no additional handling required.
Uncrated:	Material that is shipped loose or pad wrapped, and/or unskidded machinery.
Special Handling:	Material delivered in such a manner that it requires additional handling, such as stacked shipments, ground unloading, side-door unloading, and/or constricted-space loading.
Off-Target:	Materials that are delivered NOT according to the move-in and/or target schedule; includes early delivery to show site.
Straight Time:	Materials handled Monday-Friday from 8:00 AM until 4:30 PM.
Overtime:	Materials handled Monday-Friday before 8:00 AM or after 4:30 PM, or anytime Saturday or Sunday.
Advance Freight to Show Site on Overtime:	Materials received at the advance warehouse on straight time but moved to show site on overtime due to scheduling conflict(s) beyond Hargrove's control.

Labor & Rigging Equipment				
Product #	Description	Price per Hour Advance (by 10/13/09)	Price per Hour Standard (10/14 - 11/1/09)	Price per Hour Floor Order (beginning 11/2/09)
NOTE: Standard orders are charged at 20% above the Advance rate; Floor orders at 40% above the Advance rate.				
Display Labor				
L1	Straight Time	\$71.00	\$85.20	\$99.40
L2	Overtime	\$106.50	\$127.80	\$149.10
L3	Double Time / Holiday	\$142.00	\$170.40	\$198.80
L4	Supervision Fee	30%, with \$50 minimum		
L5	Shrink Wrap Skid (per skid)	\$40.00	\$48.00	\$56.00
LB	Band Skid or Crate (per piece)	\$50.00	\$60.00	\$70.00
Forklift Labor				
L5	Forklift w/operator - up to 5,000 lbs. - Straight Time	\$146.00	\$175.20	\$204.40
L6	Forklift w/operator - up to 5,000 lbs. - Overtime	\$181.50	\$217.80	\$254.10
L7	Forklift w/operator - up to 5,000 lbs. - Double Time	\$217.00	\$260.40	\$303.80
L8	Forklift w/operator - over 5,000 lbs.	CALL FOR QUOTE		
L9	4-Stage Forklift w/operator - Straight Time	\$166.00	\$199.20	\$232.40
L10	4-Stage Forklift w/operator - Overtime	\$201.50	\$260.40	\$282.10
L11	4-Stage Forklift w/operator - Double Time	\$237.00	\$260.40	\$331.80
L12	Forklift Cage w/Rigger - Straight Time	\$121.00	\$145.20	\$169.40
L13	Forklift Cage w/Rigger - Overtime	\$156.50	\$187.80	\$219.10
L14	Forklift Cage w/Rigger - Double Time	\$192.00	\$230.40	\$268.80
L15	Boomlift w/3-man crew	N/A		
L18	Scissor Lift w/2-man crew	N/A		
Accessible Storage				
L24	Accessible Storage - per 1/4-trailer per day storage fee*	\$225.00	\$270.00	\$315.00

* **Accessible Storage:** A 1/2-hour minimum labor charge applies for each trip to storage. Refer to labor rates above.

Straight Time:	Rates apply Monday-Friday 8:00 AM - 4:30 PM.
Overtime:	Rates apply Monday-Friday before 8:00 AM and after 4:30 PM, and all day Saturday-Sunday.
Double Time:	Rates apply on select holidays.
Billing:	There is a minimum of one-hour charged. Time is billed in increments of 1/2-hour after thereafter.
Cancellation Policy:	You must give 24-hour notice to cancel labor. Labor ordered and not used will be charged a one-hour "No Show" charge. This applies to installation and dismantle labor.
Hanging Sign Labor:	Rigging is an exclusive of the facility. Please use the facility form for orders.
Hargrove-Supervised Labor:	When ordering Hargrove-supervised labor for installation and/or dismantling, be sure to complete the Hargrove-Supervised Labor Instruction Form in this manual.
* Accessible Storage Fee:	* Consists of storage space <u>plus</u> access labor. Accessible storage labor charges are billed in 1/2-hour increments. When a forklift is necessary, time for use of equipment will also be charged.
Crew Sizes:	A crew consists of the equipment operator and the designated laborer(s). Additional crew, equipment or larger equipment may be added if the supervisor deems it necessary to safely complete a job. The exhibitor is responsible for any additional charges incurred.
Policies:	> Only labor ordered at the START of the work day is guaranteed.
	> Exhibitor representative must check in at the labor desk to pick-up labor. It's the exhibitor's responsibility to return to the labor desk to sign labor out and verify billable time. No adjustments will be made once the labor ticket is signed.
	> Labor ordered after the discount deadline is charged at a 20% higher rate; labor ordered at show site is charged at a 40% higher rate..
PLEASE NOTE: When ordering dismantle labor, be sure to allow for sufficient time for empty containers to be returned.	