

# F R E E M A N

5040 West Roosevelt Road  
 Chicago, Illinois 60644-1436  
 (773) 473-7080 • Fax (469) 621-5603  
 Email: FreemanChicagoES@freemanco.com

**DISCOUNT PRICE  
 DEADLINE DATE  
 DECEMBER 15, 2011**

INCLUDE THE FREEMAN METHOD OF  
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **PROGRESSIVE INSURANCE CHICAGO BOAT, SPORTS & RV SHOW / JANUARY 12-16, 2012**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please email our experts at [chicagoelectrical@freemanco.com](mailto:chicagoelectrical@freemanco.com) or call 773-473-7080.

For fast, easy ordering, go to [www.freemanco.com/store](http://www.freemanco.com/store)

### ELECTRICAL OUTLETS (Double Price for 24 Hour Service)

#### 110/120 VOLT (Outlet Charge Includes Labor for Connection)

	QTY Show	QTY 24 Hr.	Discount Price	Standard Price	TOTAL
500 Watts (5 amps)	_____	_____	89.00	133.50 = \$	_____
1000 Watts (10 amps)	_____	_____	159.00	238.50 = \$	_____
2000 Watts (20 amps)	_____	_____	209.00	313.50 = \$	_____

#### 208 VOLT SINGLE PHASE (Outlet Charge Includes Labor for Connection)

20 Amps	_____	_____	395.00	592.50 = \$	_____
30 Amps	_____	_____	415.00	622.50 = \$	_____
60 Amps	_____	_____	454.00	681.00 = \$	_____
100 Amps	_____	_____	909.00	1,363.50 = \$	_____

#### 208 VOLT THREE PHASE (Outlet Charge Includes Labor for Connection)

20 Amps	_____	_____	495.00	742.50 = \$	_____
30 Amps	_____	_____	543.00	814.50 = \$	_____
60 Amps	_____	_____	588.00	882.00 = \$	_____
100 Amps	_____	_____	959.00	1,438.50 = \$	_____
200 Amps	_____	_____	1,918.00	2,877.00 = \$	_____
400 Amps	_____	_____	3,300.00	4,950.00 = \$	_____

Transformer to Boost 208V to Approx. 230V - \$5.35 per Amp (20 Amp Min.)  
 Qty \_\_\_\_\_ Amps \_\_\_\_\_ = \$ \_\_\_\_\_

#### 480 VOLT THREE PHASE (Outlet Charge Includes Labor for Connection)

20 Amps	_____	_____	595.00	892.50 = \$	_____
30 Amps	_____	_____	627.00	940.50 = \$	_____
60 Amps	_____	_____	851.00	1,276.50 = \$	_____
100 Amps	_____	_____	986.00	1,479.00 = \$	_____
200 Amps	_____	_____	1,960.00	2,940.00 = \$	_____

#### LIGHTING (Includes Power and Labor)

1000 Watt Quartz Light	_____	_____	375.00	562.50 = \$	_____
Arm Light	_____	_____	123.00	184.50 = \$	_____
Single Light Stand	_____	_____	128.00	192.00 = \$	_____
Double Light Stand	_____	_____	197.00	295.50 = \$	_____

#### LABOR (Minimum Charge for Orders - 1/2 hour)

	Advance Price	Show Site Price
<b>Straight Time</b> (per hour).....	<b>\$ 89.00</b>	<b>\$ 115.70</b>
<b>Overtime</b> (per hour) .....	<b>\$ 133.50</b>	<b>\$ 173.55</b>
<b>Double time</b> (per hour) .....	<b>\$ 178.00</b>	<b>\$ 231.40</b>

**Straight Time: 8:00 A.M. to 4:30 P.M. Monday through Friday**  
**Overtime: 4:30 P.M. to 8:00 A.M. Monday through Friday; First (8) hours at work on Saturday**  
**Double Time: After (8) hours at work on Saturday regardless of starting time; All day Sunday and Holiday.**

\* Dismantle labor is charged at 50% of the install labor.

(Proj.# 282212) Rev. 07-21-11\_Chgo.Elec.Serv\_94.50

#### ADDITIONAL INFORMATION

- To honor discount prices we must receive your order with full payment prior to the deadline date along with a floor plan indicating the main power location and distribution points, if applicable. (see below)
- Outlet prices for 120 Volt power include delivery of the service to one location at the rear of the booth in peninsula and in-line booths. If you require outlets in other locations, have lights or electrical items to hang or erect, or have other electrical requirements please see the Electrical Labor order form for rates and instructions.
- A scaled floor plan is required for orders with multiple outlet locations and/or island booths. Detailed examples are provided on reverse. If a power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.
- Electricity is turned on 30 minutes prior to show opening and turned off 30 minutes after show closes on show days. Power will be turned off immediately after final show closing. If you require power outside actual show hours, special arrangements should be made in advance. Additional charges may apply.
- If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power.
- If a dedicated circuit is required, please order 2000 watts/20 amps.
- Separate outlets should be ordered for each piece of equipment and/or each power location.
- A 50% refund will be applied to electrical services cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.
- Extension cords and power strips are available at the Show Service Desk.
- All electrical components provided by outside vendors are considered freight and may be subject to material handling charges.

#### TOTAL COST

<b>Outlet(s)</b>	\$ _____
<b>Lighting</b>	\$ _____
<b>Tax 8% Rental</b>	\$ _____
<b>GRAND TOTAL</b>	\$ _____

FREEMAN electrical

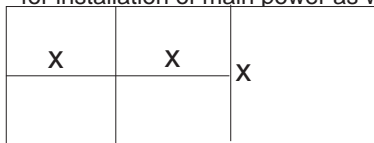
## ELECTRICAL INSTRUCTIONS & CONDITIONS

### HOW TO CALCULATE YOUR ELECTRICAL REQUIREMENTS:

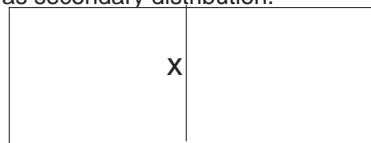
1. To order power for your lights, take the wattage on the bulb and multiply by the number of lights you are using.
2. For equipment, you may place your order by reading the rating plate on each individual piece of equipment. A separate outlet should be ordered for each piece of equipment as well as each location you require power. Rating plates are located on all pieces of electrical equipment and will indicate wattage, amperage or horsepower, voltage and phasing.
3. Dedicated outlets require a minimum 20 amp outlet and are double the price.

### WHERE YOUR OUTLET WILL BE LOCATED IN YOUR BOOTH:

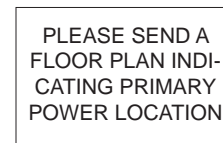
1. Your power will be installed in one location as indicated in the following diagrams, typically outlets will be placed on the floor in the back of the booth.
2. If power is required in locations other than those indicated below, secondary distribution will be billed on a time and material basis.
3. If a location for power in island booths is not provided prior to show move-in, you will be charged time & material for installation of main power as well as secondary distribution.



LINE BOOTHS / PENINSULA



BACK TO BACK PENINSULA



Please see #3 above

ISLAND BOOTH

### OTHER:

1. **Labor is required for:** all under-carpet distribution of electrical wiring, all overhead distribution of electrical wiring, including coaxial cable, fiber optics, CAT5, etc. and the distribution of same from product to booth and from booth to booth, installation of lighting, electrical equipment, lighted signs, etc., when the combination of all outlets is greater than 20 amps or voltage is higher than 120 volts, for inspection of exhibitors power panels and equipment prewired to plug into our system. Billing will be done on a time and material basis. Please see Electrical Labor Order Form to place your order.
2. All material and equipment provided by Freeman Electrical Services is for rental purposes only and remains the property of Freeman Electrical Services. The provisions will be removed at the close of the show.
3. All equipment regardless of power source, must comply with Federal, State, and local codes. Freeman Electrical Services reserves the right to inspect all electrical devices and connections to ensure compliance with all codes. Freeman Electrical Services is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code.
4. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
5. Exhibitors' cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices shall have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
6. Exhibitors' equipment will be modified to conform to Freeman Electrical Service's cord caps and will be billed on a time and material basis.
7. Exhibitors with hardwall displays must arrange for power to be dropped inside the booth or provide access.
8. The first ninety feet of cabling provided to deliver power to your booth is free. If additional cable is necessary to power your booth, it will be charged on a time and material basis.
9. Power sharing is not permitted between exhibitors.

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CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

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## ELECTRICAL LABOR

<b>LABOR RATES (rates are per hour per person)</b>	<b>Advance</b>	<b>Show Site</b>
<b>Straight Time</b> .....	<b>\$ 89.00</b>	<b>\$ 115.70</b>
<b>Overtime</b> .....	<b>\$ 133.50</b>	<b>\$ 173.55</b>
<b>Double Time</b> .....	<b>\$ 178.00</b>	<b>\$ 231.40</b>

Straight Time: 8:00 A.M. to 4:30 P.M. Monday through Friday

Overtime: 4:30 P.M. to 8:00 A.M. Monday through Friday; First (8) hours at work on Saturday

Double Time: After (8) hours at work on Saturday regardless of starting time; All day Sunday and Holidays

- **Straight Time, Overtime and Double Time rates apply. Please contact Freeman Exhibitor Services at (773) 473-7080 for details.**
- 1/2 hour minimum charge for electrical labor orders
- ***Dismantle labor is charged at 50% of the install labor.***

### STEP 1

Labor is required for the following items:

1. Floor work - Distribution of electrical under carpet and flooring.
2. Booth work - Distribution of electrical overhead (more than one drop location in your booth) and or through booth structure, mounting of plasmas/LCD monitors, lights, and plugging in and connection of most exhibitor equipment.
3. Hook Up - Connection and hard wiring of all 208v or higher services, electrical motors, dimmers, disconnects or sound and projection equipment.
4. Truss Work - Assembly and installation of all lighting hung from truss or beams, including the assembly and hanging of the truss, overhead lighting and distribution of power cables throughout the truss.
5. Signage - Installation of ground supported or hanging or rotating electrical signage.
6. Lift Services - All electrical work requiring scissor or boom lifts.

If you have any questions regarding the work rules, or clarification of the labor requirements, please contact Freeman Electrical Services at (773) 473-7080.

### STEP 2 (Applicable to Floor work only)

Complete the authorization below and submit a scaled floor plan indicating a main power drop, exact outlet locations (with wattage or amperage) complete with dimensions and booth orientation indicating surrounding aisle or booth numbers. See example on reverse. Please also submit the Freeman Method of Payment Form with credit card information. Floor work can only be completed in advance with a credit card on file and upon receipt of an acceptable floor plan and authorization to proceed. It is highly recommended to choose this option so that work is completed prior to your arrival and booth set up can begin immediately.

**Authorized to proceed without supervision based on accompanying floor plan. Method of Payment attached.**

Installation to be complete by: Date \_\_\_\_\_ Time: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

If a company representative prefers to be present during electrical distribution, please reference Step 1 to determine what type of labor you require for your booth. Once your requirement has been determined, please complete Step 3 on reverse side with your choice.

**\*YOUR SIGNATURE ABOVE DENOTES ACCEPTANCE OF ALL TERMS AND CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.**

See Reverse Side For Additional Information And Conditions

NAME OF SHOW: PROGRESSIVE INSURANCE CHICAGO BOAT, SPORTS & RV SHOW / JANUARY 12-16, 2012

COMPANY NAME: \_\_\_\_\_ BOOTH#: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE#: \_\_\_\_\_

**STEP 3**

Indicate the preferred date and time that labor and/or lift is required. (Start times cannot always be guaranteed). If no time is provided, work will be performed on a first-come, first served basis only upon request. Please visit the Freeman service desk to confirm that you are ready for service. If electricians are dispatched at time of request and no supervision is available, a minimum 1/2 hour labor charge per electrician will apply.

NAME OF ON-SITE AUTHORIZED REPRESENTATIVE: \_\_\_\_\_

*(Enter applicable # from Step 1)*

Labor Request Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_ # of Electricians \_\_\_\_\_ Type of Work \_\_\_\_\_

Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_ # of Electricians \_\_\_\_\_ Type of Work \_\_\_\_\_

Lift Request Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_ Est. # of Hours \_\_\_\_\_ Type of Lift \_\_\_\_\_

**CANCELLATION POLICY**

**A 50% refund will be applied to electrical outlets cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.**

**TERMS & CONDITIONS**

- 1 **Straight Time, Overtime and Double Time rates apply. Please contact Freeman Exhibitor Services at (773) 473-7080 for details.**
- 2 Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.
- 3 A minimum charge of 1/2 hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of 1/2 hour. Labor charges for dismantle will be one-half of the installation charge and will be automatically applied to your invoice.
- 4 Charges for labor commence at time of dispatch to service the labor call. A one hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.
- 5 Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.
- 6 Every effort will be made to dispatch electricians as requested but start times cannot be guaranteed.  
8:00 am calls will be filled on a first-come first served basis as orders are received.
- 7 Electrical services provided to Island booths require labor and material charges for distribution. Exhibitors may supply their own 14 gauge, 3 wire extension cords and/or power strips, both of which must be grounded and UL approved.
- 8 Lift equipment required for installation and dismantle purposes can be rented on an hourly basis, with a one hour minimum. At least one crew will be required to operate the equipment.
- 9 Claims will not be considered, or adjustments made, unless filed in writing, by Exhibitor, prior to the close of the event.
- 10 Freeman is not responsible for any damage or loss caused by the loss of power beyond its control and Exhibitor agrees to hold Freeman, its officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. Exhibitor shall indemnify and hold harmless Freeman, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines penalties or costs of whatsoever nature (including reasonable attorneys' fees) arising out of or in any way connected with Exhibitor's actions or omissions under this Agreement.

**EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOOR WORK**

Please indicate the following on the floor plan.

1. **Location of the main power drop - please provide specific dimensions and wattages/amperages.**
2. **Location and load of all outlets - please provide specific dimensions and wattages/amperages.**
3. **Booth orientation - please provide surrounding aisle and/or booth numbers.**

