

LABOR REFORM/COST SAVINGS AT MCCORMICK PLACE

The new labor reform implemented at the 2011 Show was a great success. Labor changes such as expanded exhibitor rights, reduced electrical and plumbing labor rates/services, reduced costs on food and beverage and the ability for exhibitors to bring in their own food and beverage saved 2011 exhibitors 15% - 75% depending on the size of their booth. To make sure your company takes advantage of the same cost savings, please review the following:

BOOTH SETUP

Exhibitors may now perform the following work in a booth of any size using ladders, hand tools and power tools designated safe by McCormick Place. An "exhibitor" is defined as a full-time employee for at least six months.

- Setting-up and dismantling exhibits using ladders, hand tools and power tools (deemed safe by McCormick Place).
- Assembling and disassembling materials, machinery or equipment.
- Installing signs, graphics, props, drapery, and skirting exhibitor tables.
- Delivering, setting-up, plugging in, interconnecting and operating electrical equipment, computers and audio visual devices.

TIP: Ladders and power tools will not be available for rental/use on-site. Be sure to bring your own equipment.

DISPLAY LABOR RATES

- Make sure to check the display labor rates your company is being charged. If you are not using the Show's General Contractor, Freeman, as your booth installer, please review the display labor rates your company is being charged to see if they are comparable to the display labor rates IHA has negotiated listed below.

Straight Time	\$90.65
Time-and-a-Half	\$141.35
Double Time	\$174.05

ELECTRICAL AND PLUMBING SERVICES

- McCormick Place is now privately managed by SMG and will no longer be offering electrical or plumbing services. IHA has chosen Freeman to provide all electrical and plumbing services for the 2012 Show. Please see the below rates.

Electrical Labor		Plumbing Labor	
Straight Time	\$79.60	Straight Time	\$85.00
Time-and-a-Half	\$115.50	Time-and-a-Half	\$127.50
Double Time	\$153.20	Double Time	\$170.00

- Exhibitors that order 120-volt electrical services will not be charged labor to install or remove the service, but only on orders where floor work or overhead work is NOT needed.
- Exhibitors that order 208-volt electrical services will not have to pay an additional labor charge to remove electrical from a booth or a meeting room, as long as electrical labor wasn't charged on installation.
- While there is a connection charge for 208-volt service, there may or may not be an installation charge. Installation charges are determined based on an exhibitor's particular requirements.
- Should you be charged for dismantle on an electrical service, the charge would be based on 50% of the installation time, not on the electrical rate. Therefore, one hour of installation would be 1/2 hour of dismantle.
- Freeman is now offering "Guaranteed Pricing" for the 2012 Show. For more information on how to save by bundling your utility orders, please call Freeman Customer Service at +1-773-473-7080.

TIPS: • If electrical service is needed and is dropped in the back of your booth, there will not be any labor charges. However, if electrical service has to be run throughout your booth, labor charges will apply.

TIPS continued on back

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MARCH 10 - 13 • MCCORMICK PLACE, CHICAGO

Saturday, 12:30 pm - 5:30 pm, Sunday and Monday, 8:30 am - 5:30 pm, Tuesday, 8:30 am - 5:00 pm
Soft-close on Saturday, Sunday and Monday 5:30 pm - 6:30 pm



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TIPS *continued*

- If you need electrical in a location other than the rear of your booth and want to avoid additional labor charges, use UL approved extension cords (3 wire, 14 gauge minimum with a ground) to get power to the front of the booth without hiring labor. Most home improvement stores sell UL approved extension cords.
- If using your own power strips, they must have circuit protection.
- Be sure to order your electrical and plumbing service(s) before the advance rate deadline of February 14, 2012 to ensure cost savings. If not, try to order at least 48-hours in advance to maximize the benefits of the extended straight time window.
- Fire regulations require that booth power be disconnected at 5:30 p.m., Tuesday, March 13. Electrical service to exhibits will be turned off at this time, unless a special request for power has been placed with the Freeman Electrical Service Desk prior to 1:30 p.m. on Tuesday, March 13.
- At Show close on Tuesday, March 13th, Freeman will consider 5:00 p.m. to 8:30 pm straight time.
- Prices listed on the Freeman electrical forms are for the entire Show, not daily.
- There is only one connection point per outlet ordered. Power strips / quad boxes can provide additional power. To calculate your electrical needs, take the wattage on the bulb and multiply it by the number of lights you will be using. For example, a track light with 4 lights, each requiring a 100 watt bulb, uses 400 watts of power. Therefore, you should order a 500 watt service and would still have 100 watts left for another item.

FOOD AND BEVERAGE

In addition to the catering program changes that occurred for the 2011 Show, McCormick Place has recently selected a new food service provider. SAVOR has already introduced various processes to improve the quality and variety of food offerings as well as the speed of delivery within McCormick Place.

- In 2011, several food and beverage menu items were reduced between 10% - 20%. For 2012, SAVOR has not increased rates.
- Exhibitors can bring their own food and beverage items into McCormick Place. However, any food and beverage items brought in from the outside must be for the exhibitors' personal consumption only.
- New catering items have been introduced while keeping the most popular catering menu favorites.
- Exhibitors will no longer pay an extra delivery charge for food and beverage orders less than \$250.

LOADING AND UNLOADING - AUTOMOBILES AND SMALL UTILITY VEHICLES (ASUV)

- McCormick Place now allows exhibitors to unload and load automobiles and small utility vehicles at the exhibit floor docks without hiring union labor. Please see section 4 within the online Exhibitor Services Manual for locations.
- There will be no weight restrictions and exhibitors will be able to use manual carts and dollies to transport their materials.
- Exhibitors will have a maximum of 20 minutes to unload and load their materials.
- ASUV Program hours are:

	Dates	Hours
Inbound	Thursday, March 8, 2012 Friday, March 9, 2012	8:00 a.m. - 4:30 p.m. 8:00 a.m. - 4:30 p.m.
Outbound	Tuesday, March 13, 2012	5:00 p.m. - 9:00 p.m.

TIP: A privately-owned vehicle is defined as a family or small business owned vehicle used for light hauling. Approved vehicles include automobiles, pick-up trucks, mini-vans, full-size vans and sport utility vehicles. Please see section 4 within the online Exhibitor Services Manual for examples of approved vehicles. This does not include multiple axle vehicles, flatbed trucks, box vans, trailers or recreational vehicles. Also, manual carts and dollies will not be available for rental/use on-site. Be sure to bring your own equipment.