



HALIFAX OFFICE:
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E-mail: info@globalconvention.ca

ADVANCE DEADLINE:

October 18, 2025

ORDERING DEADLINE:

October 25, 2025

EVENT NAME 2025 Halifax Franchise Show

DATES November 1-2, 2025

Exhibiting Company

Booth #

Contact Name

Booth Size

EMERGENCY CONTACT NAME & CELL NUMBER:

IMPORTANT INFORMATION

- * **BOOTH DRAWINGS AND INSTRUCTIONS MUST ACCOMPANY THIS LABOUR REQUEST.**
- * Minimum 2 hour call out, per man, on labour and stand-by, thereafter charged in half hour increments.
- * Global supervised rate is 25% of total labor. *Please note that Display Company/Exhibitor supervisor must be a qualified supervisor with general knowledge of display and all its components.*
- * Supervised labor must check in at service desk.
- * Start time guaranteed only at start of working day.
- * Global supervised jobs will be completed at our discretion prior to show opening.

DISPLAY BOOTH INFORMATION

Type of System _____ System Size _____
Special tools required for installation _____ Ladder(s)? ☐ Yes ☐ No Size _____ Quantity _____
Specify Details: _____

POWER: ☐ Included in Booth Pkg ☐ Ordered by Exhibitor ☐ Ordered by Display House ☐ Not Applicable

CARPET: ☐ Hall Carpeted ☐ Included in Booth Pkg ☐ Ordered by _____ ☐ With Display

FREIGHT - Installation: ☐ Global advance warehouse ☐ ***Direct to Show Site*** Carrier: _____

Expected number of pieces & weight: _____

FREIGHT - Dismantle ☐ Return to advance warehouse ☐ ***Direct from Show Site*** Carrier: _____

RATES: ST (Standard Time- 1) 8:00am - 4:30pm Monday to Friday \$ **\$124.00** per hour
OT (Overtime- 1.5) 4:30pm - 8:00am Monday to Friday, All Day Saturday \$ **\$186.00** per hour
DT (Double Time- 2) All day Sunday & Holidays \$ **\$248.00** per hour

ESTIMATED INSTALLATION REQUIREMENTS

Date Required, Day 1 _____ Start Time _____ End Time _____
Date Required, Day 2 _____ Start Time _____ End Time _____

ST	_____	# Labourers x	_____	# Hours x	\$ 124.00	=	\$ _____
OT	_____	# Labourers x	_____	# Hours x	\$ 186.00	=	\$ _____
DT	_____	# Labourers x	_____	# Hours x	\$ 248.00	=	\$ _____

Global Supervised ☐ Add 25% for Global Supervision \$ _____

Exhibitor/Display House Supervised ☐ **ESTIMATED INSTALLATION** \$ _____

Supervisor Name & Cell # _____

ESTIMATED DISMANTLE REQUIREMENTS

Date Required, Day 1 _____ Start Time _____ End Time _____
Date Required, Day 2 _____ Start Time _____ End Time _____

ST	_____	# Labourers x	_____	# Hours x	\$ 124.00	=	\$ _____
OT	_____	# Labourers x	_____	# Hours x	\$ 186.00	=	\$ _____
DT	_____	# Labourers x	_____	# Hours x	\$ 248.00	=	\$ _____

Global Supervised ☐ Add 25% for Global Supervision \$ _____

Exhibitor/Display House Supervised ☐ **ESTIMATED DISMANTLE** \$ _____

Supervisor Name & Cell # _____

SUMMARY

\$ _____

Carry this total to Method of Payment form

Send completed form along with Method of Payment to info@globalconvention.ca

EAST-TS (HCC) 2025 (Nov/2024)

Display Installation & Dismantle