

# Art Craft

DISPLAY, INC.

A DIVISION OF ART CRAFT SERVICE GROUP

# LABOR SERVICES

RETURN TO: 46100 Grand River Ave., Ste. B • Novi, MI 48374 • (248) 380-0843 • Fax (248) 380-0848 • [detroit@artcraftdisplay.com](mailto:detroit@artcraftdisplay.com)

SHOW NAME <b>The National Franchise Show</b>	LOCATION <b>Vibe Credit Union Showplace</b>	SHOW DATE <b>Sept. 12-13, 2026</b>
COMPANY	BOOTH #	BOOTH SIZE _____ X _____
AUTHORIZED CONTACT SIGNATURE	AUTHORIZED CONTACT - PLEASE PRINT	DATE

- Advance Order Deadline: Fourteen (14) days prior to first move-in day.**
- All orders must be accompanied by "Contact & Payment Information" form.**
- All orders are subject to the enclosed Terms, Conditions and Policies.**
- Advance payment for all requested labor (in/out) is required with your order.**

**Credit Card Information  
Required with All Orders.**

**3.5% processing fee will apply to all credit card transactions.**

## LABOR SERVICE

**PLAN A** SUPERVISION BY ART CRAFT DISPLAY, INC. (ART CRAFT). This plan is offered to have exhibit set prior to your arrival. Supervision will be provided by Art Craft. The charge for this service is \$67.98 per hour on installation and \$67.98 per hour on dismantling.  
NOTE: If ordering Art Craft Supervision; **all freight must be sent to the Advance Warehouse location** (see Freight Handling forms).

**PLAN B** SUPERVISION BY EXHIBITOR Starting time can only be guaranteed at the normal start of the working day, which is usually 8:00 am, unless the official set-up time is later in the day. We reserve the right to adjust start time for exhibitor supervised labor. Labor services ordered after the Advance Order deadline are subject to availability.

EXHIBITOR REQUIREMENTS: You must do the following to expedite your labor request.

- Check in at our Service Desk to pick-up laborers ordered.
- Upon completion of work, check laborers out at Service Desk.
- Your supervising representative must be present during the entire labor call.

**NOTE: If your supervising representative fails to pick-up laborers ordered, a one hour (per laborer) no show charge will be applied, unless a 24 hour advance notice is provided. Please refer to "Cancellation/Refund Policy" for additional terms and conditions.**

### RATES (One hour minimum Move-In / One hour minimum Move-Out)

<b>STANDARD LABOR</b>	<b>ADVANCE:</b> 108.22 Per Man/Per Hour	<b>FLOOR:</b> 136.00 Per Man/Per Hr.
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## EXHIBITOR: PLEASE COMPLETE SECTION BELOW

### INSTALLATION LABOR REQUEST - Please check A or B and complete information below

<input type="checkbox"/> <b>PLAN A ART CRAFT SUPERVISION</b> <i>You must submit all appropriate information to us, in advance, in order for us to install your exhibit to your satisfaction.</i>	<input type="checkbox"/> <b>PLAN B EXHIBITOR SUPERVISION</b> Supervisor will be: _____ Supervisor Cell #: _____
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# of laborers	Approx # hrs. per laborer	Time	Day of Week	Date	Total Hrs.	Rate	Estimated Total
_____	at _____ hrs. each at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	_____ for _____ x \$ _____ per hr. = \$ _____			
_____	at _____ hrs. each at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	_____ for _____ x \$ _____ per hr. = \$ _____			

• PLEASE VERIFY THAT YOUR EXHIBIT / FREIGHT HAS BEEN DELIVERED TO YOUR SPACE PRIOR TO CHECKING OUT LABORERS.

**TOTAL ESTIMATED INSTALLATION LABOR \$**

### DISMANTLE LABOR REQUEST - Please check A or B and complete information below

<input type="checkbox"/> <b>PLAN A ART CRAFT SUPERVISION</b> <i>You must submit all appropriate information to us, in advance, in order for us to install your exhibit to your satisfaction.</i>	<input type="checkbox"/> <b>PLAN B EXHIBITOR SUPERVISION</b> Supervisor will be: _____ Supervisor Cell #: _____
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# of laborers	Approx # hrs. per laborer	Time	Day of Week	Date	Total Hrs.	Rate	Estimated Total
_____	at _____ hrs. each at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	_____ for _____ x \$ _____ per hr. = \$ _____			
_____	at _____ hrs. each at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	_____ for _____ x \$ _____ per hr. = \$ _____			

• BE SURE TO ALLOW SUFFICIENT TIME FOR EMPTY CONTAINER RETURN WHEN SCHEDULING DISMANTLE LABOR.

**TOTAL ESTIMATED DISMANTLE LABOR \$**

**IF AC SUPERVISION, ADD \$67.98 PER HOUR FOR INSTALLATION & DISMANTLE \$**

**TOTAL ESTIMATED LABOR \$**

### DO NOT FILL IN BELOW - Art Craft Use Only

Installation: _____ men for _____ hours @ \$ _____ / hour = _____	Dismantle: _____ men for _____ hours @ \$ _____ / hour = _____
_____ men for _____ hours @ \$ _____ / hour = _____	_____ men for _____ hours @ \$ _____ / hour = _____

**TOTAL NON-TAXABLE LABOR \$**

**ADVANCE PAYMENT RECEIVED \$**

**IF AC SUPERVISION, ADD \$67.98 PER HOUR \$**

**BALANCE DUE \$**

# HIGH LIFT / SIGN & BANNER HANGING

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RATES (One hour minimum Move-In / One hour minimum Move-Out)	ADVANCE	FLOOR
<b>HIGH LIFT/SIGN &amp; BANNER HANGING</b> (includes 1-Scissor Lift & 1-Rigger)	376.44 Per Hour	471.00 Per Hour
<b>ADDITIONAL RIGGING LABOR</b>	117.18 Per Man / Per Hour	147.00 Per Man / Per Hour

EXHIBITOR: Please complete this section						
	QTY.	ESTIMATED TIME	DATE	APPROX. HRS.	RATE	ESTIMATED TOTAL
<b>MOVE-IN (INSTALL)</b>	___	High Lift(s) & Rigger(s) needed at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	for ___ hours x \$ _____	per hr. = \$ _____
	___	High Lift(s) & Rigger(s) needed at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	for ___ hours x \$ _____	per hr. = \$ _____
	___	Additional Rigger(s) needed at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	for ___ hours x \$ _____	per hr. = \$ _____
	___	Additional Rigger(s) needed at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	for ___ hours x \$ _____	per hr. = \$ _____
<b>MOVE-OUT (REMOVE)</b>	___	High Lift(s) & Rigger(s) needed at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	for ___ hours x \$ _____	per hr. = \$ _____
	___	High Lift(s) & Rigger(s) needed at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	for ___ hours x \$ _____	per hr. = \$ _____
	___	Additional Rigger(s) needed at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	for ___ hours x \$ _____	per hr. = \$ _____
	___	Additional Rigger(s) needed at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	on _____	for ___ hours x \$ _____	per hr. = \$ _____
<ul style="list-style-type: none"> <li><b>Please check in at Service Desk when ready for service.</b></li> <li><b>Always inform us if more than one high lift is needed.</b></li> </ul>					<b>TOTAL ESTIMATED HIGH LIFT SERVICE</b>	<b>\$</b>

OPTIONAL HANGING BANNER FRAME RENTAL				
<i>Banners attach to frames with pole pockets (top &amp; bottom edge). Assembly labor included. Hanging/removal labor must be ordered in advance (see above).</i>				
QTY		ADVANCE	FLOOR	AMOUNT
	6' wide, 3-sided Hanging Banner Frame w/ Harness (Variable banner print height)	211.25	265.00	
	8' wide, 3-sided Hanging Banner Frame w/ Harness (Variable banner print height)	235.02	294.00	
	10' wide, 3-sided Hanging Banner Frame w/ Harness (Variable banner print height)	260.33	326.00	
	6' wide, 4-sided Hanging Banner Frame w/ Harness (Variable banner print height)	243.96	305.00	
	8' wide, 4-sided Hanging Banner Frame w/ Harness (Variable banner print height)	282.68	354.00	
	10' wide, 4-sided Hanging Banner Frame w/ Harness (Variable banner print height)	300.46	376.00	
<b>To order graphics for the hanging banner frames above, contact our Sign &amp; Graphics department at 800.878.0710 or <a href="mailto:signshop@artcraftdisplay.com">signshop@artcraftdisplay.com</a></b>				<b>TOTAL BANNER FRAME RENTAL (NON-TAXABLE)</b>
				<b>\$</b>

- Art Craft Display, Inc. will not mount, hang, lift, drop, disassemble or otherwise participate in any of the following:**
  - Truss systems of any kind
  - Sound projection devices
  - Lighting trusses or individual fixtures
  - Monitors or video boards
- Art Craft Display, Inc. may also, at its sole discretion, refuse to hang any item that they deem unsafe by any condition of size, weight, structure, overhead position or due to inadequate operating space. It is the exhibitor's sole responsibility to ascertain all pre-conditions prior to placing any orders with Art Craft Display, Inc.**
- Art Craft Display reserves the right to use additional Riggers, High Lifts and/or Fork Lifts to properly install/remove your sign or banner and charge exhibitor accordingly.**
- Additional charges will apply if specialty materials are required to complete this order.**
- Before placing your order, please check your contract from show management to see if permission is needed to hang a banner above your specific booth space.**
- Based on your booth location, banner hanging restrictions and or modifications may apply.**