



2025

Resources & Guidelines

Table of Contents

Rate Sheet	Miami, FL
Operations Managers	Milwaukee, WI
Union Rules Summary	Minneapolis, MN
Union Holiday Summary	Nashville, TN
Atlanta, GA	New Orleans, LA
Atlantic City, NJ	New York, NY
Austin, TX	Orlando, FL
Baltimore, MD	Philadelphia, PA
Boston, MA	Phoenix, AZ
Charlotte, NC	Pittsburgh, PA
Chicago, IL	Salt Lake City, UT
Dallas, TX	San Antonio, TX
Denver, CO	San Francisco Area
Detroit, MI	Savannah, GA
Hawaii	Seattle, WA
Houston, TX	Southern California
Indianapolis, IN	St Louis, MO
Kansas City, MO	Tampa, FL
Las Vegas, NV	Washington, D.C.
Louisville, KY	

2025 On Location Rate Sheet

Location	ST	OT	DT	Location	ST	OT	DT
Atlanta	\$114.50	\$175.50		New Orleans	\$127.50	\$199.50	
Atlantic City	\$180.00	\$292.50		New York City	\$262.50	\$328.00	\$390.00
<i>Boston</i>	\$238.50	\$315.00	\$372.50	<i>Ohio</i>	\$142.00	\$234.00	
Charlotte ^T	\$121.50	\$190.50		Orlando	\$126.00	\$195.00	
Chicago	\$190.00	\$262.50	\$317.50	Philadelphia	\$202.50	\$298.50	\$360.00
Dallas	\$122.50	\$172.50	\$197.50	Phoenix	\$123.50	\$195.50	
DC / Baltimore	\$140.00	\$214.50		<i>Pittsburgh</i>	\$168.00	\$263.00	
<i>Denver</i>	\$130.00	\$192.50		<i>Salt Lake City</i>	\$142.00	\$199.50	
Detroit	\$179.50	\$243.50	\$307.50	San Antonio / Austin	\$122.50	\$172.50	\$197.50
Houston	\$128.00	\$187.00	\$211.00	<i>San Francisco</i>	\$187.00	\$278.00	
<i>Indianapolis</i>	\$141.00	\$209.50		<i>Seattle</i>	\$160.00	\$260.50	
<i>Kansas City</i>	\$178.50	\$273.00		Southern California	\$171.00	\$255.00	
Las Vegas	\$146.50	\$222.50		Tampa ^T	\$126.00	\$195.00	
Louisville ^T	\$125.00	\$201.50		Wisconsin ^T	\$135.00	\$212.50	
Miami / Ft. Lauderdale	\$131.50	\$208.50		<i>Hawaii</i> ^T	\$199.50	\$304.50	
<i>Minneapolis</i>	\$140.00	\$224.50		<i>Canada</i>	\$156.00	\$236.50	
Nashville	\$125.00	\$199.50		Partners are used in italicized cities / T – may require travel			

2025 On Location Field Managers

Location	Name	Contact Info	Location	Name	Contact Info
Director Of Operations	Ty Macaulay	ty.macaulay@onlocationind.com 407-720-0097	Texas & Louisiana	Tony Cancienne ^{RM}	tony.cancienne@onlocationind.com 504-669-1686
Operations Manager	Brandon Gery	brandon.gery@onlocationind.com 856-328-4445	New Orleans	Thomas Bruce ^{FM}	thomas.bruce@onlocationind.com 404-973-9144
Atlanta	Kalyb Sims ^{RM}	kalyb.sims@onlocationind.com 678-280-4152	Austin	Joe Henry Farias ^{CM}	joe.farias@onlocationind.com 713-281-5730
Baltimore/DC, Atlantic City	Dan Clary ^{RM}	dan.clary@onlocationind.com 571-220-4429	Dallas	Jonathan Nunez ^{CM}	charlie.aguilera@onlocationind.com 856-359-0951
Chicago	Ronnie Bailey ^{RM}	ron.baileyjr@onlocationind.com 708-372-3825	Houston	Charlie Aguilera ^{CM}	jonathan.nunez@onlocationind.com 214-813-7211
	Jake Bailey ^{CM}	jacob.bailey@onlocationind.com 708-707-0366	San Antonio	Joe Henry Farias ^{CM}	joe.farias@onlocationind.com 713-281-5730
Detroit	Bobby Cullen ^{CM}	robert.cullen@onlocationind.com 313-283-0134	Nashville	Mark Watkins ^{RM}	mark.watkins@onlocationind.com 615-546-3648
Florida / Orlando	Ramil Morla ^{RM}	ramil.morla@onlocationind.com 407-375-2260	Phoenix	Joey Sparks ^{RM}	joey.sparks@onlocationind.com 916-870-4000
Southern Florida	Jose Echevarria ^{CM}	jose.echevarria@onlocationind.com 786-877-2348	Tri-State Area NY, NJ, Philadelphia	Chris Diienzo ^{RM}	chris.diienzo@onlocationind.com 267-716-5963
Las Vegas	Kyle Kludasch ^{RM}	kyle.kludasch@onlocationind.com 702-417-1228		Angela Cody ^{FM}	angela.cody@onlocationind.com 610-782-1829
	Cody Kludasch ^{ARM}	cody.kludasch@onlocationind.com 725-290-9160	Southern California	David Post ^{RM}	david.post@onlocationind.com 714-331-3265

RM- Regional Manager / CM- City Manager / FM- Floor Manager / ARM- Assistant Regional Manager

Union Rules Summary

Location	Material Handling	Work		Electrical				Rigging	Cleaning
	Can exhibitor carry items into hall?	Can exhibitor work? Supervise only?	Can exhibitor use tools to set up their display?	Electrical service from overhead or floor?	Can exhibitor/ EAC run electrical cords under carpet?	Can exhibitor/ EAC run electrical cords above carpet?	Can exhibitor/ EAC plug in and place equipment into booth?	Can exhibitor/ EAC assemble hanging signage?	Can exhibitor vacuum the booth?
Atlanta	Yes	Work	Yes	Both	Yes	Yes	Yes	No	No
Atlantic City	Yes	Work	No		No	No	No	No	Yes
Austin	Yes	Work	Yes	Both	No	Yes	Yes	Yes	No
Baltimore	Yes	Work	No	Both	No	Yes	Yes	No	No
Boston	Yes	Work	Yes	Both	Yes	Yes	Yes	Yes	No
Charlotte	Yes	Work	Yes	Floor	Yes	Yes	Yes	Yes	
Chicago	Yes	Work	Yes	Both	No	No	No	No	No
Dallas	Yes	Work	Yes	Ceiling	Yes	Yes	Yes	Yes	No
Denver	Yes	Work	No	Both	No	Yes	Yes	Yes	Yes
Detroit	Yes	Work	Yes		No	Yes	Yes	Yes	No
Hawaii				Floor				Yes	
Houston	No	Work	Yes	Floor	Yes	Yes	Yes	No	Yes
Indianapolis		Work	Yes	Floor	No	Yes	Yes	Yes	Yes
Kansas City		Work	Yes		No	Yes	Yes	Yes	
Las Vegas	Yes	No	No	Both	No	No	Yes	No	Yes
Louisville	Yes	Work	Yes	Both	Yes	Yes	Yes	Yes	Yes
Miami	Yes	Work	Yes	Both	No	Yes	Yes	Yes	No

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Union Rules Summary (Cont'd)

Location	Material Handling	Work		Electrical				Rigging	Cleaning
	Can exhibitor carry items into hall?	Can exhibitor work? Supervise only?	Can exhibitor use tools to set up their display?	Electrical service from overhead or floor?	Can exhibitor/ EAC run electrical cords under carpet?	Can exhibitor/ EAC run electrical cords above carpet?	Can exhibitor/ EAC plug in and place equipment into booth?	Can exhibitor/ EAC assemble hanging signage?	Can exhibitor vacuum the booth?
Milwaukee	Yes	Work	Yes	Both	No	Yes	Yes	Yes	No
Minneapolis	Yes	Work	Yes	Both	No	Yes	Yes	Yes	No
Nashville	Yes	Work	Yes	Both	Yes	Yes	Yes	Yes	Yes
New Orleans	Yes	Work	Yes	Floor	No	Yes	Yes	No	Yes
New York City	Yes	Work	No	Floor	No	No	No	Yes	No
Orlando	Yes	Work	Yes	Floor	No	Yes	Yes	Yes	No
Philadelphia	Yes	Work	Yes	Floor	No	Yes	No	No	No
Phoenix	Yes	Work	Yes	Floor	No	Yes	Yes	Yes	No
Pittsburgh	Yes	Work	Yes	Floor	No	No	Yes	Yes	No
Salt Lake City	Yes	Work	Yes	Floor	No	Yes	Yes	No	No
San Antonio	Yes	Work	Yes	Floor	No	Yes	Yes	No	No
San Francisco	Yes		No	Both	No	Yes	Yes	No	No
Savannah				Both	No	Yes	Yes	No	
Seattle	Yes	Work	No	Both	No	Yes	Yes	Yes	No
SoCal	Yes		No	Varies	No	Yes	Yes	No	Yes
St. Louis	Yes	Work	No	Floor	No	Yes	No	No	No
Tampa	Yes	Work	Yes	Floor	No	Yes	Yes	Yes	No
Washington DC	Yes	Work	Yes	Both	No	Yes	Yes	No	No

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Union Holiday Summary

Location	Union Recognized Holidays
Atlanta	<i>New Year's Day, MLK Day, Memorial Day, Juneteenth, July 4th, Labor Day, Thanksgiving, Christmas Day</i>
Atlantic City	<i>New Year's Day, President's Day, Memorial Day, July 4th, Labor Day, Election Day (Presidential), Veteran's Day, Thanksgiving, Christmas Day</i>
Austin	<i>New Year's Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Day</i>
Baltimore	<i>New Year's Day, MLK Day, President's Day, Memorial Day, Juneteenth, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day</i>
Boston	<i>New Year's Day, MLK Day, President's Day, Good Friday, Patriot's Day, Memorial Day, July 4th, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, Christmas Day</i>
Charlotte	<i>New Year's Eve/Day, MLK Day, Memorial Day, July 4th, Labor Day, Columbus Day, Veterans Day, Thanksgiving, Christmas Eve/Day</i>
Chicago	<i>New Year's Day, MLK Day (Decorators only), Good Friday (Decorators only), Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day</i>
Dallas	<i>New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day</i>
Denver	<i>New Year's Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Day</i>
Detroit	<i>New Year's Day, Easter, Memorial Day, July 4th, Labor Day (no work allowed), Thanksgiving, Christmas Day</i>
Hawaii	<i>New Year's Eve/Day, MLK Day, President's Day, Easter, Memorial Day, Kamehameha Day, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day</i>
Houston	<i>New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Black Friday, Christmas Eve/Day</i>
Indianapolis	<i>New Year's Eve/Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, Christmas Day</i>
Kansas City	<i>New Year's Eve/Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day</i>
Las Vegas	<i>New Year's Day, MLK Day, President's Day, Memorial Day, Juneteenth, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Day</i>
Louisville	<i>New Year's Eve/Day, Easter, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve/Day</i>
Miami	<i>New Year's Day, MLK Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve/Day</i>

Union Holiday Summary (Cont'd)

Location	Union Recognized Holidays
Milwaukee	<i>New Year's Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, Christmas Day</i>
Minneapolis	<i>New Year's Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, Christmas Day</i>
Nashville	<i>New Year's Eve/Day, Easter, Memorial Day, July 4th, Labor Day, Thanksgiving, Black Friday, Christmas Eve/Day</i>
New Orleans	<i>New Year's Day, Mardi Gras, Memorial Day, July 4th, Labor Day, Thanksgiving, Christas Day, and all Sundays</i>
New York City	<i>New Year's Day, President's Day, Memorial Day, Juneteenth, July 4th, Labor Day, Columbus Day, Election Day (Presidential Only), Thanksgiving, Black Friday, Christmas Day</i>
Orlando	<i>New Year's Day, MLK Day, Presidents Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve/Day</i>
Philadelphia	<i>New Year's Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Election Day, Thanksgiving, Christmas Day</i>
Phoenix	<i>New Year's Eve/Day, MLK Day, President's Day, Easter, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day</i>
Pittsburgh	<i>New Year's Day, Easter, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day</i>
Salt Lake City	<i>New Year's Day, MLK Day, President's Day, Easter, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day</i>
San Antonio	<i>New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day</i>
San Francisco	<i>New Year's Day, MLK Day, President's Day, Ceasar Chavez Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day</i>
Savannah	<i>New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day</i>
Seattle	<i>New Year's Eve/Day, President's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Black Friday Christmas Eve/Day</i>
SoCal	<i>New Years Day, Presidents Day, Memorial Day, July 4th, Labor Day, Veterans Day, Thanksgiving, Black Friday, Christmas Day</i>
St. Louis	<i>New Year's Day, Memorial Day, July 4th, Labor Day, Veterans Day Thanksgiving, Christmas Eve/Day</i>
Tampa	<i>New Year's Day, MLK Day, Presidents Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve/Day</i>
Washington DC	<i>New Year's Day, MLK Day, President's Day, Memorial Day, Juneteenth, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day</i>
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150	

**Information in this packet is subject to change. Consult show kits for the most up to date information.*

6/24/2025

[Return to TOC](#)

Atlanta, Georgia



Hours & Holidays			Facilities: Georgia World Congress Center, Cobb Galleria, Mercedes Benz Dome, Gwinnett Center Union Affiliation: None
Straight Time	8am - 4:30pm M-F, except holidays		
Lunch	12 - 12:30pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 3:00 - 3:15pm (billable)		
Over Time	M-F before 8am and after 4:30pm, Saturday, and Sunday		
Holidays and/or DT	New Year's Day, MLK Day, Memorial Day, Juneteenth, July 4th, Labor Day, Thanksgiving, Christmas Day		Special Notes
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry or by wheeled cart OK. Freight handled by GC.	
Work			
Can exhibitor work? Supervise only?	WORK	No union jurisdictions	
Can exhibitor use tools to set up their display?	YES	Unless contracted with an EAC. Must provide own tools and ladder as borrowing is not allowed.	
Electrical			
Electrical service from overhead or floor?	BOTH	Main power is supplied from floor. Ceiling drops can be requested for booth design, booth power exceeds floor port limits, and for hanging signage.	
Can exhibitor/EAC run electrical cords under carpet?	YES	All cords under carpet to be provided and installed by GWCC electricians. EAC can move after initial lay without calling electricians. Only electricians can plug into electrical well.	
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by shop, EAC, and/or exhibitor. Must be 14 gauge wire or lower.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	NO	All hanging signs to be built and hung by GC's rigging crews. EAC can dismantle.	
Cleaning			
Can exhibitor vacuum the booth?	NO	EAC's cannot vacuum. The exhibitor can supply and vacuum carpet or order booth cleaning.	
Other			
Genie lift	YES	Rent	
Union Ratio	NONE	Right to work state	
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			

6/24/2025

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Atlantic City, New Jersey



Hours & Holidays		
Straight Time	8am - 4:30pm M-F, except holidays	
Lunch	12 - 12:30pm (non-billable)	
Breaks	Morning 10:00 - 10:15, Afternoon 2:30 - 2:45pm (billable)	
Over Time	M-F before 8am and after 4:30pm, Saturday	
Holidays and/or DT	New Year's Day, President's Day, Memorial Day, July 4th, Labor Day, Election Day (Presidential), Veteran's Day, Thanksgiving, Christmas Day, and all Sundays	

Facilities: Atlantic City Convention Center Union Affiliation: Carpenters		
Special Notes •6.63% sales tax on installation labor and extras		

Material Handling		
Can exhibitor carry items into hall?	YES	Hand carry only. Freight handled by teamsters or decorators.
Work		
Can exhibitor work? Supervise only?	WORK	Max of 10x20 booth with FT employees of the exhibitor. Larger booths require carpenter labor.
Can exhibitor use tools to set up their display?	NO	May not use tools or stand on ladders
Electrical		
Electrical service from overhead or floor?		
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians handle all electrical work, if using EAC. Exhibitors may plug in equipment if they set their own booth.
Can exhibitor/EAC run electrical cords above carpet?	NO	Electricians handle all electrical work, if using EAC. Exhibitors may plug in equipment if they set their own booth.
Can exhibitor/EAC plug in and place equipment into booth?	NO	Electricians handle all electrical work, if using EAC. Exhibitors may plug in equipment if they set their own booth and may do technical work on their equipment (balancing, programming, cleaning, etc.)
Rigging		
Can exhibitor/EAC assemble hanging signage?	NO	Decorators or Carpenters handle signs
Cleaning		
Can exhibitor vacuum the booth?	YES	Exhibitor and/or EAC can vacuum
Other		
Genie lift	YES	Rent
Union Ratio	1:1	

Austin, Texas



Hours & Holidays			Facilities: Austin Convention Center Union Affiliation: None
Straight Time		8am - 4:30pm M-F, except holidays	
Lunch		12 - 12:30pm (non-billable)	Special Notes • 8.25% sales tax on consumables
Breaks		Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)	
Over Time		M-F after 4:30pm, Saturday & Sunday	
Holidays and/or DT		New Year's Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Day	
Material Handling			
Can exhibitor carry items into hall?	YES	Pedestrian traffic on loading docks is strictly prohibited	
Work			
Can exhibitor work? Supervise only?	BOTH		
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders. Borrowing not allowed on show floor.	
Electrical			
Electrical service from overhead or floor?	BOTH	Main power is supplied from floor. Ceiling drops not generally available.	
Can exhibitor/EAC run electrical cords under carpet?	YES	Can be supplied by facility, shop, EAC, or exhibitor	
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by facility, shop, EAC, or exhibitor	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	YES	Responsibility of GC rigging to hang signage. EAC may assemble and disassemble.	
Cleaning			
Can exhibitor vacuum the booth?	YES		
Other			
Genie lift	YES	Rent	
Union Ratio	NONE		

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Baltimore, Maryland



Hours & Holidays			Facilities: Baltimore Convention Center Union Affiliation: Carpenters
Straight Time	8am - 5pm M-F, except holidays		
Lunch	12 - 1pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 3 - 3:15pm (billable)		
Over Time	M-F before 8am and after 4:30pm, Saturday, Sunday, and Holidays		
Holidays and/or DT	New Year's Day, MLK Day, President's Day, Memorial Day, Juneteenth, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day (8hrs ST to show and hrs worked are OT)		Special Notes • Baltimore Convention Center opens doors to labor at 8am
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry only. Freight handled by GC.	
Work			
Can exhibitor work? Supervise only?	WORK	10x10 booth without carpenter labor. On larger booths, 2 FT exhibitor employees may work without carpenter labor for 1hr on move-in and 1hr on move-out. Booths that require more time must be set up by carpenters.	
Can exhibitor use tools to set up their display?	NO	May not use tools or stand on ladders.	
Electrical			
Electrical service from overhead or floor?	BOTH	Main power is supplied from floor. Ceiling drops can be requested for booth design, booth power exceeds floor port limits, and for hanging signage.	
Can exhibitor/EAC run electrical cords under carpet?	NO	BCC Electricians handle under carpet electrical work.	
Can exhibitor/EAC run electrical cords above carpet?	YES	Exhibitor and EAC may connect lights and booth electric.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	Exhibitors may connect their own equipment, as long as it does not require hardwiring or 220V.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	NO	Responsibility of GC rigging. EAC cannot assemble any hanging sign.	
Cleaning			
Can exhibitor vacuum the booth?	NO	Exhibitor/EAC cannot vacuum	
Other			
Genie lift	YES	Rent	
Union Ratio	5 : 1		
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			

6/24/2025

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Boston, Massachusetts



Hours & Holidays			Facilities: Boston Convention Center & Hynes Convention Center Union Affiliation: Teamsters
Straight Time	8am - 5pm M-F, except holidays		
Lunch	12 - 12:30pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 3 - 3:15pm (billable)		
Over Time	M-F before 8am and after 4:30pm, Saturday		
Holidays and/or DT	New Year's Day, MLK Day, President's Day, Good Friday, Patriot's Day, Memorial Day, July 4th, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, Christmas Day, all Sundays		Special Notes •6.25% sales tax on consumables and supervision •8hr mini for all weekday start times before 5pm •6hr mini for all weekday start times after 5pm & all weekend start times •DT - 8hrs ST to show and work during week of holiday, plus all hours worked
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry only. Freight handled by Teamsters.	
Work			
Can exhibitor work? Supervise only?	WORK	Exhibitor FT employees can set up and dismantle	
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders. Borrowing not allowed on show floor.	
Electrical			
Electrical service from overhead or floor?	BOTH	Main power is supplied from floor. Ceiling drops can be requested for booth design, booth power exceeds floor port limits, and for hanging signage.	
Can exhibitor/EAC run electrical cords under carpet?	YES	"freedom policy" although hardwiring should be completed by electricians.	
Can exhibitor/EAC run electrical cords above carpet?	YES	Exhibitor and EAC may connect lights and booth electric. Extension cords must be 14 gauge (flat or round)	
Can exhibitor/EAC plug in and place equipment into booth?	YES	Exhibitors may connect their own equipment, including AV.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	YES	EAC can assemble all signage. Riggers hang all signs.	
Cleaning			
Can exhibitor vacuum the booth?	NO	The exhibitor can supply and vacuum carpet or order booth cleaning. EAC's cannot vacuum.	
Other			
Genie lift	YES	Rent	
Union Ratio	NONE	No out of towners - Must use local labor. Cannot call by name.	
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Charlotte, North Carolina



Hours & Holidays			Facilities: Charlotte Convention Center Union Affiliation: None	
Straight Time	8am - 4:30pm M-F, except holidays		Special Notes	
Lunch	12 - 12:30pm (non-billable)			
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)			
Over Time	M-F before 8am and after 4:30pm, Saturday & Sunday			
Holidays and/or DT	New Year's Eve/Day, MLK Day, Memorial Day, July 4th, Labor Day, Columbus Day, Veterans Day, Thanksgiving, Christmas Eve/Day			
Material Handling				
Can exhibitor carry items into hall?	YES			
Work				
Can exhibitor work? Supervise only?	WORK	Right to work state		
Can exhibitor use tools to set up their display?	YES			
Electrical				
Electrical service from overhead or floor?	FLOOR	Floor ports are primary. Ceiling drops can be ordered.		
Can exhibitor/EAC run electrical cords under carpet?	YES	Electricians make initial tie into port. EAC's can install and adjust after that.		
Can exhibitor/EAC run electrical cords above carpet?	YES			
Can exhibitor/EAC plug in and place equipment into booth?	YES	Permitted to perform all electrical work inside booth.		
Rigging				
Can exhibitor/EAC assemble hanging signage?	YES	EAC may assemble. GC Rigging will hang signage		
Cleaning				
Can exhibitor vacuum the booth?				
Other				
Genie lift				
Union Ratio	NONE			

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Chicago, Illinois



Hours & Holidays			Facilities: McCormick Place and Navy Pier Union Affiliation: Carpenters
Straight Time	8am - 4:30pm M-F and on Dismantle 8am - 8:30pm the first 8hrs are ST and then goes to DT		
Lunch	12 - 12:30pm (non-billable)		
Breaks	Morning 9:30am - 9:45am, Afternoon 2:30 - 2:45pm (billable)		
Over Time	M-F after 4:30pm to 8:30pm, If carpenter does not start at 8:00am and does not work 8 hours, OT starts at 6:30pm then DT applies, on dismantle after 8:30pm or after 8 ST hrs, on Saturdays 6am - 6:30pm is OT and after 6:30pm DT applies. (Rosemont and hotel dismantles are on regular time rules)		Special Notes •9% sales tax on consumables •Outside McCormick - Rosemont and Hotels •Need decorators to install all fabrics •Monday - Friday: 6am - 7am = DT / 7am - 8am = OT 8am - 4:30pm = ST 4:30pm - 6:30pm = OT / 6:30pm - 6am = DT •Saturday: 8am-4:30pm = OT •All other time: DT
Holidays and/or DT	New Year's Day, MLK Day (decorators only), Good Friday (decorators only), Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day, M-F 8:30pm - 8am, and all Sundays. *(If the crew does not have 8 consecutive hours off they go on turnaround time, next shift is all DT)		
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry only. Freight handled by GC.	
Work			
Can exhibitor work? Supervise only?	WORK	Shop Personnel only supervise. Exhibitor Full Time employee can set-up and dismantle.	
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders. Borrowing not allowed on show floor.	
Electrical			
Electrical service from overhead or floor?	BOTH	Power is supplied from floor and from ceiling drops.	
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords under carpet.	
Can exhibitor/EAC run electrical cords above carpet?	NO	Exhibitor - Yes, EAC - No, Labor contractor is not allowed to do anything with electric.	
Can exhibitor/EAC plug in and place equipment into booth?	NO	Exhibitor - Yes, EAC - No, Labor contractor is not allowed to do anything with electric.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	NO	Decorators assemble frame and attach fabric/graphics, unless sign requires electricity, then electricians assemble with decorators/carpenters. Riggers hang signage and move all machinery.	
Cleaning			
Can exhibitor vacuum the booth?	NO	The exhibitor can supply and vacuum carpet or order booth cleaning. EACs and shop supervisors cannot vacuum.	
Other			
Genie lift	YES	Rent but teamsters required to operate. Recommended to rent forklift.	
Union Ratio	4.5%	Can call our own guys. Decorator ratio of 4.5%.	
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			

6/24/2025

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Dallas, Texas



Hours & Holidays		
Straight Time	8am - 4:30pm M-F, except holidays	
Lunch	12 - 12:30pm (non-billable)	
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)	
Over Time	M-F after 4:30pm - 8am, and Saturday	
Holidays and/or DT	New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day, and all Sundays	

Facilities: Dallas Convention Center Union Affiliation: None		
Special Notes •8.25% sales tax on consumables		

Material Handling		
Can exhibitor carry items into hall?	YES	Hand carry only, no wheeled carts or rollers. Freight handled by Teamsters.
Work		
Can exhibitor work? Supervise only?	WORK	Exhibitor FT employee can set-up and dismantle. Shop personnel can supervise only
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders. Borrowing not allowed on show floor.
Electrical		
Electrical service from overhead or floor?	BOTH	
Can exhibitor/EAC run electrical cords under carpet?	YES	Electricians must plug into ports. EAC can install after that.
Can exhibitor/EAC run electrical cords above carpet?	YES	May supply own cords, must be 12 gauge flat cords.
Can exhibitor/EAC plug in and place equipment into booth?	YES	EAC may plug in equipment and hang light boxes and other small items.
Rigging		
Can exhibitor/EAC assemble hanging signage?	YES	Assembly can be completed by EAC. Hanging completed by Riggers/GC
Cleaning		
Can exhibitor vacuum the booth?	NO	EAC cannot vacuum. The exhibitor can order booth cleaning.
Other		
Genie lift	NO	
Union Ratio	NONE	

520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150		
--	--	--

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Denver, Colorado



Hours & Holidays			Facilities: Denver Convention Center Union Affiliation: IATSE
Straight Time	8am - 4:30pm M-F, except holidays		
Lunch	12 - 12:30pm (non-billable)		Special Notes •8.81% sales tax on consumables •Denver Convention Center does not open doors for labor until 8am
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)		
Over Time	M-F 4:30pm - 12am, and Saturday 8am - 5pm		
Holidays and/or DT	Monday - Saturday 12am - 8am, Saturday after 5pm, and all Sundays MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Veteran's Day - OT for first 8hrs of a shift between 7am - 12am, then DT for additional hours worked. New Year's Day, Thanksgiving, Christmas Day - DT for all hours worked for any shift starting at 4pm the previous day * if holiday falls on a weekend, all work will be at DT with 8hr mini		
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry only	
Work			
Can exhibitor work? Supervise only?	WORK	Exhibitor can work if booth can be assembled in 30 mins or less without tools and/or ladders. Otherwise, union personnel must be utilized.	
Can exhibitor use tools to set up their display?	NO	May not use tools or stand on ladders.	
Electrical			
Electrical service from overhead or floor?	BOTH	Main power is supplied from floor. Ceiling drops available upon request.	
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords	
Can exhibitor/EAC run electrical cords above carpet?	YES	May supply and install own cords, must be 14 gauge or lower - no 16 gauge.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	YES	Basic signs only. Large signage attached to trusses must be installed by Riggers	
Cleaning			
Can exhibitor vacuum the booth?	YES	The exhibitor can supply and vacuum carpet or order booth cleaning. If cleaning has been ordered/paid, anyone can vacuum booth.	
Other			
Genie lift	YES		
Union Ratio	NONE	If sending in an out of townner, must use at least one local	
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			
6/24/2025			

Detroit, Michigan



Hours & Holidays			Facilities: Huntington Place Union Affiliation: Carpenters
Straight Time	8am - 4:30pm M-F, except holidays		Special Notes
Lunch	12 - 12:30pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)		
Over Time	M-F before 8am and after 4:30pm, Saturday		
Holidays and/or DT	New Year's Day, Easter, Memorial Day, July 4th, Labor Day (no work allowed), Thanksgiving, Christmas Day, and all Sundays		
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry only	
Work			
Can exhibitor work? Supervise only?	WORK	Exhibitor FT employees may assembly own displays up to 400sqft if it can be completed within 2hrs using only a handheld rechargeable screwdriver.	
Can exhibitor use tools to set up their display?	YES	Cordless hand tools and a 3-step ladder	
Electrical			
Electrical service from overhead or floor?			
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords	
Can exhibitor/EAC run electrical cords above carpet?	YES	May supply and install own cords. 110v only.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	May install up to 4 devices, product-to-product connections, data hookups, etc.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	YES		
Cleaning			
Can exhibitor vacuum the booth?	NO	EAC cannot vacuum booth. The exhibitor can supply and vacuum carpet or order booth cleaning.	
Other			
Genie lift	NO		
Union Ratio	NONE		

Hours & Holidays			Facilities: Hawaii Convention Center Union Affiliation: None	
Straight Time	8am - 4:30pm M-F, except holidays		Special Notes •5% sales tax on ENTIRE invoice in Honolulu	
Lunch	12 - 12:30pm (non-billable)			
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)			
Over Time	M-F after 4:30pm, Saturday & Sunday			
Holidays and/or DT	New Year's Eve/Day, MLK Day, President's Day, Easter, Memorial Day, Kamehameha Day, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day			
Material Handling				
Can exhibitor carry items into hall?				
Work				
Can exhibitor work? Supervise only?				
Can exhibitor use tools to set up their display?				
Electrical				
Electrical service from overhead or floor?	FLOOR	Floor is primary power source		
Can exhibitor/EAC run electrical cords under carpet?				
Can exhibitor/EAC run electrical cords above carpet?				
Can exhibitor/EAC plug in and place equipment into booth?				
Rigging				
Can exhibitor/EAC assemble hanging signage?	YES	EAC's can assemble. Rigging must install hanging signage.		
Cleaning				
Can exhibitor vacuum the booth?				
Other				
Genie lift				
Union Ratio	NONE			

Houston, Texas



Hours & Holidays			Facilities: George R Brown Convention Center Union Affiliation: Carpenters
Straight Time	8am - 4:30pm M-F, except holidays		
Lunch	12 - 12:30pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)		
Over Time	M-F before 8am and after 4:30pm, Saturday		
Holidays and/or DT	New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Black Friday, Christmas Eve/Day, and all Sundays		Special Notes •8.25% sales tax on consumables
Material Handling			
Can exhibitor carry items into hall?	NO		
Work			
Can exhibitor work? Supervise only?	WORK	Exhibitor FT employees may set own exhibits without union assistance.	
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders. Borrowing not allowed on show floor.	
Electrical			
Electrical service from overhead or floor?	FLOOR	Floor ports are primary power source	
Can exhibitor/EAC run electrical cords under carpet?	YES	Electricians must plug into port. EAC can run wiring after that.	
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by shop, EAC, and/or exhibitor. Must be 14 gauge wire or lower. No 16 gauge.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	NO	Responsibility of GC rigging. EAC's cannot assemble signage that will attach to building.	
Cleaning			
Can exhibitor vacuum the booth?	YES	EAC can vacuum, if provided. The exhibitor can supply and vacuum carpet or order booth cleaning.	
Other			
Genie lift	NO		
Union Ratio	3 : 1	Must be in local.	
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			

6/24/2025

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Indianapolis, Indiana



Hours & Holidays			Facilities: Indiana Convention Center Union Affiliation: Teamsters	
Straight Time	8am - 4:30pm M-F, except holidays		Special Notes	
Lunch	12 - 12:30pm (non-billable)			
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)			
Over Time	M-F before 8am and after 4:30pm, Saturday			
Holidays and/or DT	New Year's Eve/Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, Christmas Day (if using Avid only), Sundays, and any work done from 12am - 7am or any hours over 60 per week			
Material Handling				
Can exhibitor carry items into hall?				
Work				
Can exhibitor work? Supervise only?	WORK	Right to work state		
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders		
Electrical				
Electrical service from overhead or floor?	FLOOR	Floor ports are primary power source.		
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords.		
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by shop, EAC, and/or exhibitor.		
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.		
Rigging				
Can exhibitor/EAC assemble hanging signage?	YES	EAC's can assemble. Rigging must install hanging signage.		
Cleaning				
Can exhibitor vacuum the booth?	YES			
Other				
Genie lift	YES	Rent		
Union Ratio	NONE			

Kansas City, Missouri



Hours & Holidays			Facilities: Kansas City Convention Center Union Affiliation: IATSE	
Straight Time	8am - 4:30pm M-F, except holidays		Special Notes	
Lunch	12 - 12:30pm (non-billable)			
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)			
Over Time	M-F before 8am and after 4:30pm, Saturday & Sunday			
Holidays and/or DT	New Year's Eve/Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day			
Material Handling				
Can exhibitor carry items into hall?		Hand carry or by wheeled cart OK		
Work				
Can exhibitor work? Supervise only?	WORK			
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders.		
Electrical				
Electrical service from overhead or floor?				
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords.		
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by shop, EAC, and/or exhibitor.		
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.		
Rigging				
Can exhibitor/EAC assemble hanging signage?	YES	Assmble and disassemble. Rigging handled by union.		
Cleaning				
Can exhibitor vacuum the booth?				
Other				
Genie lift				
Union Ratio	2 : 1	Not strict		

Las Vegas, Nevada



Hours & Holidays			Facilities: Las Vegas Convention Center, Mandalay Bay, Venetian Expo Union Affiliation: Teamsters
Straight Time	8am - 4:30pm M-F, except holidays		
Lunch	12 - 12:30pm (non-billable)		Special Notes •8.15% sales tax on consumables and extras •On GES and Freeman shows, dismantle labor cannot access show floor until 1 hour after show break so GC can remove carpet in aisle •At Mandalay Bay, doors do not open to labor until 8am
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)		
Over Time	M-F after 4:30pm, Saturday & Sunday		
Holidays and/or DT	New Year's Day, MLK Day, President's Day, Memorial Day, Juneteenth, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Day, after 10pm - 8am, after 12hrs of work		
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry only. No access through loading dock/freight door.	
Work			
Can exhibitor work? Supervise only?	NO	Supervise only	
Can exhibitor use tools to set up their display?	NO		
Electrical			
Electrical service from overhead or floor?	BOTH	Main power comes from floor ports. Ceiling drops depend on location in hall	
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords	
Can exhibitor/EAC run electrical cords above carpet?	NO	Electricians must supply and install all cords	
Can exhibitor/EAC plug in and place equipment into booth?	YES	Exhibitor may plug in their equipment into (1) 20amp receptacle per booth and hang up to (4) small clip-on lights per booth. EAC can install wall brackets, but all AV installs handled by electricians.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	NO	EAC cannot assemble any hanging sign. Responsibility of GC rigging.	
Cleaning			
Can exhibitor vacuum the booth?	YES	Spot clean only during install. Full booth carpet cleaning handled by GC.	
Other			
Genie lift	YES	Varies by GC and show. OLI owns (2) 18' and (1) 24' that can be rented if allowed.	
Union Ratio	NONE		
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			
6/24/2025			

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Louisville, Kentucky



Hours & Holidays			Facilities: Kentucky International Convention Center Union Affiliation: None
Straight Time		8am - 4:30pm M-F, except holidays	
Lunch		12 - 12:30pm (non-billable)	Special Notes •6% sales tax on consumables
Breaks		Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)	
Over Time		M-F after 4:30pm, Saturday & Sunday	
Holidays and/or DT		New Year's Eve/Day, Easter, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve/Day	
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry only. No access through loading doc/freight door.	
Work			
Can exhibitor work? Supervise only?	WORK		
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders. Borrowing not allowed on show floor.	
Electrical			
Electrical service from overhead or floor?	BOTH	Main power comes from floor ports	
Can exhibitor/EAC run electrical cords under carpet?	YES	Can be supplied by facility, EAC, or exhibitor. 14 gauge or lower.	
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by facility, EAC, or exhibitor. 14 gauge or lower.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	YES	EAC can assemble hanging sign. Responsibility of GC rigging.	
Cleaning			
Can exhibitor vacuum the booth?	YES	The exhibitor can supply and vacuum carpet or order booth cleaning. EAC cannot vacuum.	
Other			
Genie lift	YES	Rent	
Union Ratio	NONE		

Miami, Florida



Hours & Holidays			Facilities: Miami Beach Convention Center Union Affiliation: Decorators
Straight Time	8am - 4:30pm M-F, except holidays		
Lunch	12 - 12:30pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)		
Over Time	M-F after 4:30pm, Saturday		
Holidays and/or DT	New Year's Day, MLK Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve/Day, and all Sundays		Special Notes •7% sales tax on consumables
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry only. No access through loading doc/freight door.	
Work			
Can exhibitor work? Supervise only?	WORK	Exhibitor FT employees may set exhibits without union assistance.	
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders. Borrowing not allowed on show floor.	
Electrical			
Electrical service from overhead or floor?	BOTH	Main power comes from floor ports	
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must install all cords. EAC may make adjustments, as needed, after initial install.	
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by facility, shop, EAC, or exhibitor. 14 gauge or lower. No 16 gauge.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	NO	All hanging signs to be built and hung by GC's rigging crews. EAC can dismantle.	
Cleaning			
Can exhibitor vacuum the booth?	NO	EAC cannot vacuum. The exhibitor can supply and vacuum carpet or order booth cleaning.	
Other			
Genie lift	YES	Rent from show	
Union Ratio	1 : 1		
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			
6/24/2025			

Milwaukee, Wisconsin



Hours & Holidays			Facilities: Baird Center, Miller High Life Theatre, Milwaukee Panther Arena Union Affiliation: None
Straight Time	8am - 4:30pm M-F, except holidays		
Lunch	12 - 12:30pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)		
Over Time	M-F after 4:30pm, Saturday & Sunday		
Holidays and/or DT	New Year's Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, Christmas Day		Special Notes •5.5% sales tax on consumables and install
Material Handling			
Can exhibitor carry items into hall?	YES	Pedestrian traffic on loading docks is strictly prohibited.	
Work			
Can exhibitor work? Supervise only?	WORK		
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders. Borrowing not allowed on show floor.	
Electrical			
Electrical service from overhead or floor?	BOTH	Main power is supplied from floor. Ceiling drops available upon request.	
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must install all cords.	
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by facility, shop, EAC, or exhibitor. Must be no smaller than 12 gauge.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	YES	EAC may assemble and disassemble. Responsibility of GC rigging to hang signage. Signs must be less than 150lbs and measure less than 20 feet in length.	
Cleaning			
Can exhibitor vacuum the booth?	NO		
Other			
Genie lift	YES	Rent	
Union Ratio	NONE		
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			

6/24/2025

Minneapolis, Minnesota



Hours & Holidays		
Straight Time	8am - 4:30pm M-F, except holidays	
Lunch	12 - 12:30pm (non-billable)	
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)	
Over Time	M-F after 4:30pm, Saturday & Sunday	
Holidays and/or DT	New Year's Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, Christmas Day	

Facilities: Minneapolis Convention Center Union Affiliation: None		
Special Notes •8.03% sales tax on consumables		

Material Handling		
Can exhibitor carry items into hall?	YES	"Open dock" policy allows exhibitors to handle own freight but may not use loading docks.
Work		
Can exhibitor work? Supervise only?	WORK	
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders. Borrowing not allowed on show floor
Electrical		
Electrical service from overhead or floor?	BOTH	Main power is supplied from floor. Ceiling drops available upon request.
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must install all cords
Can exhibitor/EAC run electrical cords above carpet?	YES	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.
Rigging		
Can exhibitor/EAC assemble hanging signage?	YES	EAC may assemble and disassemble. Responsibility of GC rigging to hang signage.
Cleaning		
Can exhibitor vacuum the booth?	NO	
Other		
Genie lift	YES	Rent
Union Ratio	NONE	

Nashville, Tennessee



Hours & Holidays		Facilities: Music City Center and Gaylord Opryland Hotel Union Affiliation: None
Straight Time	8am - 4:30pm M-F, except holidays	
Lunch	12 - 1pm (non-billable)	
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)	
Over Time	M-F before 8am and after 4:30pm, Saturday	
Holidays and/or DT	New Year's Eve/Day, Easter, Memorial Day, July 4th, Labor Day, Thanksgiving, Black Friday, Christmas Eve/Day, and all Sundays	Special Notes •9.25% sales tax on consumables

Material Handling		
Can exhibitor carry items into hall?	YES	Hand carry or 2-wheel personal cart
Work		
Can exhibitor work? Supervise only?	WORK	
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders. Borrowing not allowed on show floor.
Electrical		
Electrical service from overhead or floor?	BOTH	Main power is supplied from floor. (Ceiling drops only at Hotel)
Can exhibitor/EAC run electrical cords under carpet?	YES	Can be supplied by facility, shop, EAC, or exhibitor. 14 gauge or lower.
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by facility, shop, EAC, or exhibitor. 14 gauge or lower.
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.
Rigging		
Can exhibitor/EAC assemble hanging signage?	YES	EAC can assemble hanging sign. Hanging is responsibility of the facility.
Cleaning		
Can exhibitor vacuum the booth?	YES	EAC can vacuum, if provided. The exhibitor can supply and vacuum carpet or order booth cleaning.
Other		
Genie lift	YES	Rent
Union Ratio	NONE	

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

New Orleans, Louisiana



Hours & Holidays			Facilities: Ernest N. Morial Convention Center Union Affiliation: None
Straight Time	8am - 4:30pm M-F, except holidays		
Lunch	12 - 12:30pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)		
Over Time	M-F after 4:30pm, Saturday		
Holidays and/or DT	New Year’s Day, Mardi Gras, Memorial Day, July 4th, Labor Day, Thanksgiving, Christas Day, and all Sundays		
Special Notes			
•10% sales tax on consumables •5% sales tax on supervision (Orleans Parish only) •Ernest Morial requires ALL carpet, vinyl flooring, padding, and carpet tubes to be shipped out with the booth or the way it was delivered. Exhibitors will be charged a fee for leaving any of these items behind.			
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry or 2-wheel personal cart	
Work			
Can exhibitor work? Supervise only?	WORK	“Right to Work” state	
Can exhibitor use tools to set up their display?	YES	Must provide own tools and ladders. Borrowing not allowed on show floor.	
Electrical			
Electrical service from overhead or floor?	FLOOR	Main power is supplied from floor. Ceiling drops only when necessary.	
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must install all cords	
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by facility, shop, EAC, or exhibitor. 14 gauge or lower.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	NO	EAC can only disassemble. Responsibility of GC rigging to hang signage.	
Cleaning			
Can exhibitor vacuum the booth?	YES	The exhibitor and EAC can supply and vacuum carpet or order booth cleaning.	
Other			
Genie lift	YES	Rent	
Union Ratio	NONE		
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			
6/24/2025			

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

New York, New York



Hours & Holidays		Facilities: Jacob K Javits Convention Center Union Affiliation: Carpenters
Straight Time	First 8hrs M-F, except holidays	
Lunch	12 - 12:30pm (non-billable) with a 15min wash-up at 11:45am	Special Notes <ul style="list-style-type: none"> • NY imposes a 8.88% sales tax on Install labor and consumables • Long Island - Northeast Regional Council of Carpenters enforces an 8hr mini. ST starts at 7am until 8hrs have been met. OT for anything over 8hrs or after 4:30pm • Union Ratio at NY Hotels - Expo is 3rd worker • Outside Javits Center, Sundays are all DT
Breaks	Morning 9:30am - 9:45am, Afternoon 2:30 - 2:45pm (billable)	
Over Time	M-F after 8hrs, Saturday	
Holidays and/or DT	New Year's Day, President's Day, Memorial Day, Juneteenth, July 4th, Labor Day, Columbus Day, Election Day (Presidential Only), Thanksgiving, Black Friday, Christmas Day, and all Sundays (Sundays DT for first 6.5hrs, then all time worked becomes OT)	

Material Handling		
Can exhibitor carry items into hall?	YES	Hand carry or 2-wheel cart
Work		
Can exhibitor work? Supervise only?	WORK	MAX of 10x10 booth that can be set up in under 30 mins without the use of tools.
Can exhibitor use tools to set up their display?	NO	
Electrical		
Electrical service from overhead or floor?	FLOOR	Main power is supplied from floor
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords
Can exhibitor/EAC run electrical cords above carpet?	NO	Electricians must supply and install all cords
Can exhibitor/EAC plug in and place equipment into booth?	NO	Only electricians can plug in equipment. All AV, including brackets and mounting hardware, handled by electricians. EAC provides supervision only.
Rigging		
Can exhibitor/EAC assemble hanging signage?	YES	EAC can assemble signage. Rigging is responsibility of GC. (Signs on 1st floor requires scissor lift)
Cleaning		
Can exhibitor vacuum the booth?	NO	EAC cannot vacuum. The exhibitor can supply and vacuum carpet or order booth cleaning.
Other		
Genie lift	YES	Rent
Union Ratio	NONE	Union Ratio Outside of Javits - 1st OLI, 2nd, Shop Steward, 3, 4 & 5 OLI, then 1 to 1

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Orlando, Florida



Hours & Holidays			Facilities: Orange County Convention Center Union Affiliation: IATSE
Straight Time	8am - 4:30pm M-F, except holidays		
Lunch	12 - 12:30pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)		
Over Time	M-F after 4:30pm, Saturday		
Holidays and/or DT	New Year's Day, MLK Day, Presidents Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve/Day, after 14 hours of ST and OT, and all Sundays		Special Notes

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Philadelphia, Pennsylvania



Hours & Holidays		Facilities: Pennsylvania Convention Center Union Affiliation: Stagehands
Straight Time	8am - 4:30pm M-F, except holidays	
Lunch	12 - 12:30pm (non-billable), plus 15min wash up before lunch	
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable), plus a 15min wash up at end of day	
Over Time	M-F after 4:30pm, Saturday	
Holidays and/or DT	New Year's Day, MLK Day, President's Day, Memorial Day, July 4th, Labor Day, Election Day, Thanksgiving, Christmas Day, and all Sundays	Special Notes •8% sales tax on ENTIRE invoice (outside of PACC & Donald Lawrence CC) •Outside the Convention Center - Philadelphia Carpenters Union - no work can be done on a Presidential Election Day

Material Handling		
Can exhibitor carry items into hall?	YES	Hand carry or 2-wheel personal cart
Work		
Can exhibitor work? Supervise only?	WORK	Exhibitor FT employee may set an exhibit fewer than 300sqft.
Can exhibitor use tools to set up their display?	YES	No power tools. Hand tools only.
Electrical		
Electrical service from overhead or floor?	FLOOR	Floor ports are primary tie-in
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords.
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be rented by EAC or exhibitor. 14 gauge or lower.
Can exhibitor/EAC plug in and place equipment into booth?	NO	Shop supervisor - NO, Exhibitor- YES. Any rental AV equipment must be installed by AV. Any direct wiring and lighting must be handled by electricians.
Rigging		
Can exhibitor/EAC assemble hanging signage?	NO	GC assembles signage. Rigging is handled by riggers.
Cleaning		
Can exhibitor vacuum the booth?	NO	EAC cannot vacuum. The exhibitor can supply and vacuum carpet or order booth cleaning.
Other		
Genie lift	NO	Must use forklift
Union Ratio	NONE	All Stagehands

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Phoenix, Arizona



Hours & Holidays			Facilities: Phoenix Convention Center Union Affiliation: None
Straight Time	8am - 4:30pm M-F, except holidays		
Lunch	12 - 12:30pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)		
Over Time	M-F after 4:30pm, Saturday & Sunday		
Holidays and/or DT	New Year's Eve/Day, MLK Day, President's Day, Easter, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day		Special Notes
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry or personal cart OK.	
Work			
Can exhibitor work? Supervise only?	WORK	No restrictions	
Can exhibitor use tools to set up their display?	YES	Exhibitor FT employees. Must provide own tools and ladders. Borrowing not allowed on show floor.	
Electrical			
Electrical service from overhead or floor?	FLOOR	Floor ports are primary tie-in. Ceiling drops available upon request	
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords.	
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by shop, EAC, or exhibitor. 14 gauge or lower - no 16 gauge.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	YES	Responsibility of GC rigging.	
Cleaning			
Can exhibitor vacuum the booth?	NO	EAC cannot vacuum. The exhibitor can supply and vacuum carpet or order booth cleaning.	
Other			
Genie lift	YES	Rent	
Union Ratio	NONE		
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

6/24/2025

Return to TOC

Pittsburgh, Pennsylvania



Hours & Holidays		Facilities: David L Lawrence Convention Center Union Affiliation: Carpenters
Straight Time	8am - 4:30pm M-F, except holidays	
Lunch	12 - 12:30pm (non-billable)	
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)	
Over Time	M-F after 4:30pm, Saturday	
Holidays and/or DT	New Year's Day, Easter, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day, and all Sunday	Special Notes •6% sales tax on ENTIRE invoice (outside of PACC & Donald Lawrence CC)

Material Handling		
Can exhibitor carry items into hall?	YES	Hand-carry only in 1 trip. All freight handled by GC
Work		
Can exhibitor work? Supervise only?	WORK	FT employees may set both under 400sqft
Can exhibitor use tools to set up their display?	YES	Battery operated or hand tools only. May not borrow tools or ladders.
Electrical		
Electrical service from overhead or floor?	FLOOR	Floor ports are primary source, 1st floor power from pillars
Can exhibitor/EAC run electrical cords under carpet?	NO	
Can exhibitor/EAC run electrical cords above carpet?	NO	
Can exhibitor/EAC plug in and place equipment into booth?	YES	Can plug/unplug small (120v) equipment and products
Rigging		
Can exhibitor/EAC assemble hanging signage?	YES	Rigging of signage under 150lbs and does not require a motor can be done by EAC.
Cleaning		
Can exhibitor vacuum the booth?	NO	
Other		
Genie lift	YES	Rent
Union Ratio	NONE	

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Salt Lake City, Utah



Hours & Holidays			Facilities: Salt Palace Convention Center Union Affiliation: IATSE	
Straight Time	8am - 4:30pm M-F, except holidays		Special Notes	
Lunch	12 - 1pm (non-billable)			
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)			
Over Time	M-F after 5pm, Saturday & Sunday			
Holidays and/or DT	New Year's Day, MLK Day, President's Day, Easter, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day			
Material Handling				
Can exhibitor carry items into hall?	YES	Hand carry only		
Work				
Can exhibitor work? Supervise only?	WORK	No restrictions		
Can exhibitor use tools to set up their display?	YES	Exhibitor FT employees. Must provide own tools and ladders. Borrowing not allowed on show floor.		
Electrical				
Electrical service from overhead or floor?	FLOOR	Floor ports are primary tie-in. Ceiling drops available upon request.		
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords.		
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by shop, EAC or exhibitor. 14 gauge or lower.		
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.		
Rigging				
Can exhibitor/EAC assemble hanging signage?	NO	EAC cannot assemble hanging signage. Responsibility of GC rigging.		
Cleaning				
Can exhibitor vacuum the booth?	NO	EAC cannot vacuum. The exhibitor can supply and vacuum carpet or order booth cleaning.		
Other				
Genie lift				
Union Ratio	NONE			

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

San Antonio, Texas



Hours & Holidays		
Straight Time	8am - 4:30pm M-F, except holidays	
Lunch	12 - 12:30pm (non-billable)	
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)	
Over Time	M-F after 4:30pm, Saturday	
Holidays and/or DT	New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day, and all Sundays	

Facilities: Henry B Gonzales Convention Center Union Affiliation: None		
Special Notes • 7.75% sales tax on consumables		

Material Handling		
Can exhibitor carry items into hall?	YES	Hand carry only
Work		
Can exhibitor work? Supervise only?	BOTH	
Can exhibitor use tools to set up their display?	YES	Exhibitor FT employees, if not contracted with EAC. Must provide own tools and ladders. Borrowing not allowed on show floor.
Electrical		
Electrical service from overhead or floor?	FLOOR	Floor ports are primary tie-in.
Can exhibitor/EAC run electrical cords under carpet?	YES	Electricians must supply and install all cords.
Can exhibitor/EAC run electrical cords above carpet?	YES	Can be supplied by shop, EAC or exhibitor. 14 gauge or lower.
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions. Includes lights, AV equipment, powerstrips, etc.
Rigging		
Can exhibitor/EAC assemble hanging signage?	NO	EAC cannot assemble hanging signage. Responsibility of GC rigging.
Cleaning		
Can exhibitor vacuum the booth?	NO	EAC cannot vacuum. The exhibitor can supply and vacuum carpet or order booth cleaning.
Other		
Genie lift	YES	
Union Ratio	NONE	

San Francisco Area



Hours & Holidays			Facilities: Moscone Convention Center Union Affiliation: Decorators
Straight Time	8am - 5pm M-F, except holidays		
Lunch	12 - 1pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)		
Over Time	M-F 5pm - 10pm and M-F 5am - 8am, Saturday first 4hrs worked between 5am - 12pm		
Holidays and/or DT	New Year's Day, MLK Day, President's Day, Ceasar Chavez Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day, Saturdays after 12pm, anytime bewteen 10pm - 5am, all Sundays, and all time worked after 12hrs of continuous work		Special Notes

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Savannah, Georgia



Hours & Holidays			Facilities: Savannah Convention Center Union Affiliation: None	
Straight Time	8am - 4:30pm M-F, except holidays		Special Notes	
Lunch	12 - 12:30pm (non-billable)			
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)			
Over Time	M-F after 4:30pm, Saturday & Sunday			
Holidays and/or DT	New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Day			
Material Handling				
Can exhibitor carry items into hall?				
Work				
Can exhibitor work? Supervise only?		Case by case determined by show management		
Can exhibitor use tools to set up their display?				
Electrical				
Electrical service from overhead or floor?	BOTH	Overhead service must be ordered 5 days in advance and will incur a 50% surcharge		
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians make service connections and layout.		
Can exhibitor/EAC run electrical cords above carpet?	YES	Exhibitor provided extension cords must be UL-approved 3 wire-grounded type.		
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions.		
Rigging				
Can exhibitor/EAC assemble hanging signage?	NO	Handled by GC or approved service contractor.		
Cleaning				
Can exhibitor vacuum the booth?				
Other				
Genie lift				
Union Ratio	NONE			

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Seattle, Washington



Hours & Holidays		
Straight Time	8am - 5pm M-F, except holidays	
Lunch	12 - 1pm (non-billable)	
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)	
Over Time	M-F after 5pm, Saturday	
Holidays and/or DT	New Year's Eve/Day, President's Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Black Friday Christmas Eve/Day, and all Sundays	

Facilities: Washington State Convention Center Union Affiliation: Carpenters		
Special Notes		

Material Handling		
Can exhibitor carry items into hall?	YES	Hand carry only
Work		
Can exhibitor work? Supervise only?	WORK	Exhibitor FT employee may set an exhibit if it can be completed in less than 30mins and without the use of tools or ladders.
Can exhibitor use tools to set up their display?	NO	
Electrical		
Electrical service from overhead or floor?	BOTH	Main power is supplied from floor. Ceiling drops can be requested for booth design, booth power exceeds floor port limits, and for hanging signage.
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords.
Can exhibitor/EAC run electrical cords above carpet?	YES	EAC only
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions on lights, powerstrips, etc. AV can be installed if client owned.
Rigging		
Can exhibitor/EAC assemble hanging signage?	YES	EAC can assemble hanging signage.
Cleaning		
Can exhibitor vacuum the booth?	NO	EAC cannot vacuum. The exhibitor can supply and vacuum carpet or order booth cleaning.
Other		
Genie lift	YES	Rent
Union Ratio	NONE	

Southern California



Hours & Holidays			Facilities: San Diego, LA, Long Beach, Anaheim, Palm Springs,Pasadena, Ontario Union Affiliation: Decorators
Straight Time	8am - 4:30pm M-F, except holidays		
Lunch	12 - 12:30pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)		
Over Time	OT: M-F 4:30pm - 8:30pm DT: M-F 8:30pm - 8am, ALL DAY SATURDAY AND SUNDAY		
Holidays and/or DT	New Years Day, Presidents Day, Memorial Day, July 4th, Labor Day, Veterans Day, Thanksgiving, Black Friday, Christmas Day *(8hr OT mini for any hours worked less than 8hrs.Over 8hrs gets actual hours worked in OT)		Special Notes: • 8.75% sales tax on consumables • San Diego Convention Center does not open doors to labor until 8am • Anaheim Convention Center wrist bands are usually between halls B and C dock side • Los Angeles Convention Center wrist bands in front lobby entrance
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry only. 1-2 boxes in 1 trip.	
Work			
Can exhibitor work? Supervise only?		Supervise only	
Can exhibitor use tools to set up their display?	NO		
Electrical			
Electrical service from overhead or floor?	VARIES	Main power is supplied from floor at most locations.	
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords.	
Can exhibitor/EAC run electrical cords above carpet?	YES	Cords can be provided by shop, EAC, or Exhibitor. 14 gauge or lower, flat cords - no 16 gauge.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions on lights, powerstrips, etc. AV can be installed if client owned. NO HARDWIRING.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	NO	Responsibility of GC rigging. EAC cannot assemble hanging signage without Rigging's permission.	
Cleaning			
Can exhibitor vacuum the booth?	NO	Must be ordered through show services	
Other			
Genie lift	YES	Order from GC or rent. (Must be weighed in San Diego on Freeman shows.)	
Union Ratio	1 : 1	1 client employee to 1 of our guys	
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			
6/24/2025			

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

St. Louis, Missouri



Hours & Holidays			Facilities: America's Convention Center Union Affiliation: None	
Straight Time	8am - 5pm M-F, except holidays		Special Notes	
Lunch	12 - 1pm (non-billable)			
Breaks	Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)			
Over Time	M-F after 5pm, Saturday & Sunday			
Holidays and/or DT	New Year's Day, Memorial Day, July 4th, Labor Day, Veterans Day Thanksgiving, Christmas Eve/Day			
Material Handling				
Can exhibitor carry items into hall?	YES	Must be able to be hand carried in 1 trip without the use of dollies, hand trucks, etc. Refer to show manual for any exceptions.		
Work				
Can exhibitor work? Supervise only?	WORK	Exhibitors are able to assist with anything that doesn't require hand tools or ladders. Only on 10x10 booths that can be assembled within 1 hour.		
Can exhibitor use tools to set up their display?	NO			
Electrical				
Electrical service from overhead or floor?	FLOOR			
Can exhibitor/EAC run electrical cords under carpet?	NO			
Can exhibitor/EAC run electrical cords above carpet?	YES			
Can exhibitor/EAC plug in and place equipment into booth?	NO	Electricians must hang all lights and monitors/TVs in the booth. They are also responsible for plugging in/powering.		
Rigging				
Can exhibitor/EAC assemble hanging signage?	NO	All hanging sign assembly and rigging must be arranged through the America's Convention Center		
Cleaning				
Can exhibitor vacuum the booth?	NO			
Other				
Genie lift	YES	EAC's can use manual material lifts only. Anything powered is prohibited.		
Union Ratio	1:1	100% Union 1:1 ration of Decorators to Carpenters		

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Tampa, Florida



Hours & Holidays			Facilities: Tampa Convention Center Union Affiliation: IATSE
Straight Time		8am - 4:30pm M-F, except holidays	
Lunch		12 - 12:30pm (non-billable)	Special Notes • 7% sales tax on consumables
Breaks		Morning 10am - 10:15, Afternoon 2:30 - 2:45pm (billable)	
Over Time		M-F 4:30pm - 8:30pm, Saturday	
Holidays and/or DT		New Year's Day, MLK Day, Presidents Day, Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve/Day, between hours 12am - 6am, and all Sundays	
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry only	
Work			
Can exhibitor work? Supervise only?	WORK	Exhibitor FT employee may set own exhibits.	
Can exhibitor use tools to set up their display?	YES	No restrictions	
Electrical			
Electrical service from overhead or floor?	FLOOR	Main power is supplied from floor	
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords. EAC can make adjustments, as needed, after initial install	
Can exhibitor/EAC run electrical cords above carpet?	YES	Cords can be provided by shop, EAC, or exhibitor	
Can exhibitor/EAC plug in and place equipment into booth?	YES	Cords can be provided by shop, EAC, or exhibitor.	
Rigging			
Can exhibitor/EAC assemble hanging signage?	YES		
Cleaning			
Can exhibitor vacuum the booth?	NO	EAC cannot vacuum. The exhibitor can supply and vacuum carpet or order booth cleaning.	
Other			
Genie lift	YES	Rent	
Union Ratio	NONE		

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC

Washington, D.C.



Hours & Holidays			Facilities: Walter E Washington Convention Center Union Affiliation: Carpenters
Straight Time	8am - 5pm M-F, except holidays		
Lunch	12 - 1pm (non-billable)		
Breaks	Morning 10am - 10:15, Afternoon 3pm - 3:15pm (billable)		
Over Time	M-F before 8am and after 5pm, Saturday & Sunday		
Holidays and/or DT	New Year's Day, MLK Day, President's Day, Memorial Day, Juneteenth, July 4th, Labor Day, Veteran's Day, Thanksgiving, Christmas Eve/Day (8hrs ST to show up and then DT for all hours worked)		Special Notes •6% sales tax on consumables
Material Handling			
Can exhibitor carry items into hall?	YES	Hand carry only. 1 trip. GC handles all freight.	
Work			
Can exhibitor work? Supervise only?	WORK	Exhibitors may set max 10x10 booth without carpenter labor. On larger booths, (2) FT exhibitor employees may work without carpenter labor for 1hr on move-in and 1hr on move-out.	
Can exhibitor use tools to set up their display?	YES	Hand tools only. Exhibitors may not use power tools or stand on ladders.	
Electrical			
Electrical service from overhead or floor?	BOTH	Main power is supplied from floor. Ceiling drops available.	
Can exhibitor/EAC run electrical cords under carpet?	NO	Electricians must supply and install all cords.	
Can exhibitor/EAC run electrical cords above carpet?	YES	Cords can be provided and installed by EAC only. 14 gauge or lower.	
Can exhibitor/EAC plug in and place equipment into booth?	YES	No restrictions on lights, powerstrips, etc	
Rigging			
Can exhibitor/EAC assemble hanging signage?	NO	Responsibility of Riggers. * (At Gaylord National Harbor EAC can assemble)	
Cleaning			
Can exhibitor vacuum the booth?	NO	EAC cannot vacuum. The exhibitor can supply and vacuum carpet or order booth cleaning.	
Other			
Genie lift	YES	Rent	
Union Ratio	5 : 1		
520 Fellowship Road Suite D408 Mount Laurel, NJ T: 856.231.4150			
6/24/2025			

520 Fellowship Road Suite D408 Mount Laurel, NJ | T: 856.231.4150

6/24/2025

*Information in this packet is subject to change. Consult show kits for the most up to date information.

Return to TOC



**NATIONWIDE LABOR & MANAGEMENT
FOR EXHIBITS, EVENTS & ENVIRONMENTS**