

San Jose, CA Labor Guidelines

For Exhibits, Exhibitions, Displays and Trade Shows, Public & Private

To simplify show preparation, we are certain you will appreciate knowing in advance that labor will be required for certain aspects of your exhibit handling. To help you understand the show site work rules, we ask that you read the following:

Exhibit/Booth Installation & Dismantle

By definition, the installation or dismantling of exhibits which requires the use of hand tools, or takes one person more than 30 minutes, or exceeds ten feet in any direction, falls within the jurisdiction of the local Union. You can handle and set out the products you manufacture; however, all background materials such as display boards, backdrops, or stands – anything the products are displayed upon, attached to, or made part of – and laying of floor tile and carpets, must be installed by Union labor. Labor can be ordered in advance by returning the attached Display Labor order form, or on show site at T3 Expo's Service Center.

Material Handling

Union personnel has jurisdiction over all unloading and reloading of materials. The Union also has jurisdiction over the operation of all material handling equipment, including all dollies and hand trucks. You may hand-carry only what you can manage by yourself (one person) in one trip, using no equipment. Since hand carried materials may not come through the freight entrance, Show Management will designate a specific entrance for hand carried items. Current Union jurisdiction precludes hotel personnel from delivering material to exhibit booths.

Electrical

The Electricians Union jurisdiction covers all electrical labor for each booth including but not limited to, cable distribution under your carpet or flooring, and throughout the booth structure. Included are connections and hardwiring of all electrical equipment, (e.g. 208 volt and higher services, panels, motors, and audio visual equipment). Installation of all lighting hung from truss or beams and distribution of all cabling throughout (San Francisco includes the lighting truss assembly and hanging). All Union labor used in the exhibit area will be supplied through Edlen with exception of a company representative/supervision, plasma screen mounting, computer set up and interconnectivity. Unless contracted directly with the in-house AV/Internet provider, all data and coaxial cable run within the booth, overhead or on the floor will be installed by our electricians. Electrical services are provided on a time and material basis and cannot be performed by other Unions, I&D houses or Exhibitors.

Safety

Standing on chairs, tables, or other rental furniture is prohibited. This furniture is not engineered to support your standing weight. T3 Expo cannot be responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in assembling your booth, labor can be ordered through T3 Expo by returning the Display Labor order form in this Exhibitor Service Kit in advance, or returning it on show site to T3 Expo's Service Desk.

Tipping

T3 Expo requests that exhibitors do not tip our employees. They are paid at an excellent wage scale denoting a professional status and we feel that tipping is not necessary; this applies to all employees. Any request for tipping should be brought to the attention of a T3 Expo representative at the Service Desk.