

Gaylord Palms Resort & Convention Center - Halls E & F  
January 30-February 1, 2025

- Forklift labor is available for assembly of displays or for uncrating, skidding, positioning, crating of equipment or machinery.
- Orders for forklift will include a forklift and operator. If additional personnel is required to spot equipment, please order additional laborer below.
- The crew size is based on union jurisdiction and there may be situations where the general service contractor, at their discretion, may need to modify or increase the crew size.
- Rates listed below are per hour, whenever possible, all work will be performed on Straight Time (ST) hours.
- Orders received after the deadline date or received without payment will be billed at the standard rates.
- Exhibitors must check-in with TEG Service Desk to confirm they are ready for their labor and return to the TEG Service Desk to sign out the personnel upon completion of work. Failure to pick up personnel at the requested time will result in an assessment of a one (1) hour cancellation charge.
- A one (1) hour minimum will apply and is billed in half (½) hour increments thereafter. The hours billed will include the time necessary for workers to report to the booth. Please review and approve hours worked upon checkout.
- Forklift must be cancelled in writing at least two (2) business days prior to the scheduled date to avoid a one (1) hour cancellation charge.
- Dismantle forklift is not available until at least one (1) hour after the show closes. This is to allow for removal of aisle carpet and sufficient time for empty containers to be returned to the booth space.
- **STRAIGHT TIME:** Monday-Friday, 8:00am-4:30pm
- **OVERTIME:** Monday-Friday, 4:30pm-12:00am; Saturday & Sunday 8:00am-12:00am
- **DOUBLE TIME:** Monday-Sunday, 12:00am-8:00am; all Holidays

Order online at [cyberservices.theexpogroup.com](https://cyberservices.theexpogroup.com)

**FORKLIFT EQUIPMENT AND LABOR**

Item	Advanced Price	Standard Price
5,000 lb. Forklift and Operator - ST	\$ 253.00	\$ 354.25
5,000 lb. Forklift and Operator - OT	\$ 379.50	\$ 531.50
5,000 lb. Forklift and Operator - DT	\$ 506.00	\$ 708.50
Additional Laborer - ST	\$ 138.75	\$ 194.25
Additional Laborer - OT	\$ 208.25	\$ 291.50
Additional Laborer - DT	\$ 277.50	\$ 388.50

\*NOTE: Forklifts with larger capacity and crane service are available if requested in advance. Prices are quoted upon request and must be requested in advance.