HUB CITY DISPLAY LTD.

1740 ONTARIO AVENUE, SASKATOON, SK S7K 1T1
PHONE: 306-653-3705
E-mail: info@hubcitydisplay.com
Website: www.hubcitydisplay.com

"Setting you up for Success"

CUSTOM LABOUR ORDER FORM

COMPANY:	NAME OF SHOW:
STREET:	SHOW DATES:
CITY:	CONTACT NAME:
PROVINCE: POSTAL CODE:	PHONE NUMBER:
EMAIL ADDRESS	BOOTH NUMBER:

Minimum Charge is 3 hours for Installation and 3 hours for Dismantle Per Person.

INSTALLATION & DISMANTLE RATES		
Regular Time (RT):	8:00 am - 5:00 pm Monday to Friday	$89.00 per hour/per person
Over Time (OT):	5:00 pm - 8:00 pm Monday to Friday 8:00 am - 5:00 pm Saturday & Sunday	$134.00 per hour/per person
Double Time (DT):	All other hours including Statutory Holidays	$178.00 per hour/per person

INSTALLATION: (estimated requirements)			
# of _____ installers	_____ hours	$89.00/hr (RT)	$_____
# of _____ installers	_____ hours	$134.00/hr (OT)	$_____
# of _____ installers	_____ hours	$178.00/hr (DT)	$_____
Date Required: _____ Start Time: _____ Finish Time:_____			
DISMANTLE: (estimated requirements)			
# of _____ installers	_____ hours	$89.00/hr (RT)	$_____
# of _____ installers	_____ hours	$134.00/hr (OT)	$_____
# of _____ installers	_____ hours	$178.00/hr (DT)	$_____
Date Required: _____ Start Time: _____ Finish Time:_____			

Client Supervised ? Yes ☐ No ☐ On Site - Cell# _____ If yes, Supervisor name: _____	Total Estimated Charge	
Supervised by Hub City Display Representative Yes ☐ No ☐ If yes, add 25% to total estimated charges	25% Supervisor Fee	
The exhibit consists of _____ shipping cases or crates (do not include cartons/boxes of literature or products)	Subtotal	
Qty of Ladders required _____	10' or under - $86.00 12' or higher - $109.00	
Special Instructions:	GST 5% (R102417581)	
	PST 6%	
	Total Amount Due:	

METHOD OF PAYMENT: Cheque ☐   Mastercard ☐   Visa ☐   Debit ☐   Cash ☐   E-transfer ☐

CREDIT   EXP DATE:

CARD# ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐   DATE: ☐☐☐☐

**PLEASE NOTE: 2.4% WILL BE CHARGED ON ALL CREDIT CARD TRANSACTIONS. ALTERNATIVELY, PAYMENTS CAN BE
BE MADE VIA E-TRANSFER (accounting@hubcitydisplay.com) or EFT TO AVOID THIS CHARGE**

I HEREBY AGREE TO THE ABOVE RATES AND TERMS:

CUSTOMER SIGNATURE _____   DATE: _____