



OFFICIAL SHOW CONTRACTORS

WHO THEY ARE AND WHAT THEY DO

Show Management has contracted a select group of companies (Official Show Contractors) to perform various tasks related to the installation, operation, and dismantling of the exhibits. Order forms for each company, as well as a description of their services and rates, can be found on the appropriate pages of this manual. Please refer to the “Official Contractors” list (posted in this ESM) for a complete list of contractors and their addresses, phone numbers and websites. If you have questions regarding a particular service, please contact the respective contractor directly.

OFFICIAL SHOW CONTRACTOR

Rosemont Exhibition Services (RES) is the Official Show Contractor for Assembly & Automation/Design & Manufacturing Midwest/Green Mfg. Expo/Electronics Midwest/PLASTECH Midwest/MD&M Midwest /Electronics IPC Midwest and will be responsible for AV rental, drayage, decoration, labor, electrical, plumbing, compressed air, water, cleaning and signage.

Drayage (also called Material Handling or Machinery Handling) pertains to the movement of freight onto, around, and off the show floor.

Decoration pertains to the installation, decoration, and dismantling of exhibits.

Labor for drayage and decoration, including machinery movers, riggers, carpenters, and decorators—as well as labor for signs—is all arranged through RES.

Note It is recommended that each exhibitor obtain a preliminary invoice for all contractor services before the last day of the show for review. If there are any questions as to the charges incurred, please consult with the appropriate contractor before paying the bill. **Do not wait until after the show to settle problems that can be quickly resolved on show site.**

Note Oftentimes additional charges are incurred during the move-out process that are billed post-show. For instance, if your freight is loaded out after 4:00 PM, then drayage/materials handling is billed at the overtime rate. Please be sure to plan for the potential of such charges. Should you have any questions or concerns regarding your final invoice, please contact the contractor directly.