

# Labor Rules and Jurisdiction

## General Service Contractor

Shepard Exposition Services is the official service contractor for Stage Expo 2019. They are responsible for the management of the loading dock area, labor and rigging, furnishings and a variety of other show management specific services. Shepard is available to assist you with your exhibiting needs should you need assistance in any of these areas. You can find all of the important Shepard forms in the Exhibitor Form Finder at [www.usittshow.com/exhibitor](http://www.usittshow.com/exhibitor)

## Labor Regulations

At the Kentucky International Convention Center, exhibitor personnel **MAY** set up their own exhibits if so desired using their own hand tools such as wrenches with full time company personnel. Union labor is available to assist in the installation and dismantling of exhibit booths. Rigging and the uses of motorized loading equipment such as forklifts and pallet jacks are exclusive services provided by Shepard Exposition Services. Exhibit labor, freight and rigging labor, electricians and plumbers can be arranged for at established rates using the forms located in the exhibitor manual at [www.usittshow.com/exhibitor](http://www.usittshow.com/exhibitor)

## Rigging / Hanging Sign Labor

USITT and Shepard Exposition Services have negotiated with the appropriate unions to allow for ETCP certified IATSE riggers to perform all booth theatrical rigging. Hanging Signs and banners will continue to be the jurisdiction of the Decorator's union. Rigging and the uses of motorized loading equipment such as forklifts and pallet jacks are exclusive services provided by Shepard Exposition Services. Exhibit labor, freight and rigging labor, electricians and plumbers can be arranged for at established rates using the forms located in the exhibitor manual at [www.usittshow.com/exhibitor](http://www.usittshow.com/exhibitor)

## Material Handling

Shepard Exposition Services has the responsibility of receiving and handling all exhibit materials and empty crates that **come in via over the road carriers, rental companies or any for hire delivery service provider**. It is Shepard's responsibility to manage docks and schedule vehicles for the smooth and efficient move-in and move-out of the exhibition. Shepard will not be responsible, however, for any materials they do not handle.

## Personally Owned Vehicles

A personally owned vehicle (POV) is classified as a company or company personnel's owned vehicle which would include cars, vans, pick up trucks and trailers up to 53'. Company personnel **MAY** unload their own equipment if it can be rolled on a dolly or hand carried. POV's that need more than a dolly, must utilize the Shepard Exposition Services truck loaders. Material handling charges will apply.

All POV's must check in at the marshaling yard to organize their delivery and pick up times. Vehicles must not be left unattended at the loading areas. Any unattended vehicles will be towed at the owner's expense.