

MINNEAPOLIS LABOR GUIDELINES

GENERAL INFORMATION

All exhibiting company representatives are allowed to unload, install and dismantle the exhibits of that exhibiting company. Exhibitors must first check in with the Traffic Director. Exhibitors will then be directed to an area.

All commercial vehicles (van lines, common carriers, air freight and display houses) must be handled by The Freeman Companies.

Exhibitors are allowed to unload and reload their own company vehicles, but may not use motorized equipment, i.e., forklifts.

The Freeman Companies **will not** loan out any equipment to those loading and unloading their own equipment.

The transporting of equipment, exhibit materials, two-wheelers, etc., during move-in and move-out through glass doors is prohibited.

Union personnel are available through The Freeman Companies for erection and dismantling of your exhibit. You, the exhibitor, are allowed to install and dismantle your booth provided you use your own bona fide company employees. Outside storefront labor is not allowed. If you choose to hire labor, you must obtain union personnel through The Freeman Companies, the official contractor.

If you choose to use an exhibitor appointed contractor, please refer to the E.A.C. section of your service manual.

FIRE AND SAFETY

- All table coverings and display materials must be fire resistant. All displays and exhibits are subject to inspection by the Minneapolis Fire Department.
- Storage of empty containers in the Exhibit Hall is absolutely prohibited. Arrangements must be made with The Freeman Companies to store empty crates.
- Written authorization is required by Show Management and the Minneapolis Fire Department for any electrical, mechanical or chemical devices which may be deemed hazardous by the Minneapolis Fire Department.