





**DOMESTIC WIRE TRANSFER INFORMATION:**

Account Name: Metropolitan Exposition Services, Inc.  
Columbia Bank  
Paramus, New Jersey

Account Number: 024343811  
ABA/Routing Number: 221271935

**INTERNATIONAL WIRE TRANSFER INFORMATION:**

Intermediary Bank: Wells Fargo Bank INTL  
Bank Location: San Francisco  
Bank Swift: WFBIUS6S

Beneficiary Bank: Columbia Bank  
Beneficiary ABA: //FW221271935 (MUST HAVE //FW)

Beneficiary Information  
Customer: Metropolitan Exposition Services Inc  
Account Number: 024343811  
Reference Information: Exhibiting Company Name, Name of Show and Booth #

- Please add \$25.00 for wire transfer bank processing fee
- Include Company Name, Booth Number and Name of Show on bank paperwork
- Send a confirming e-mail to Metropolitan Exposition Services at Exhibitorservices@metro-expo.com

Any questions, please call Customer Service at (201) 994 - 1300

**Metropolitan Exposition Services, Inc.**

[www.metro-expo.com](http://www.metro-expo.com)

**Headquarters**

115 Moonachie Avenue  
Moonachie, NJ 07074  
201.994.1300 phone  
201.994.1350 fax

**Edison**

97 Sunfield Avenue  
Edison, NJ 08837  
732.346.0800 phone  
732.346.0811 fax

**Philadelphia**

3655 Stanton Street  
Philadelphia, PA 19129  
267.297.3306 phone  
267.331.9583 fax

**Las Vegas**

6140 Hollywood Blvd. Suite 109  
Las Vegas, NV 89115  
702.435.7483 phone  
702.435.7417 fax



# LABOR ORDER FORM



PAYMENT AUTHORIZATION FORM  
MUST ACCOMPANY YOUR ORDER

Home Textiles Sourcing Expo

July 19-21, 2011

Jacob K. Javits Convention Center

115 Moonachie Avenue  
Moonachie, N.J. 07074  
Phone: 201-994-1301 Fax: 201-994-1350

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

## DISPLAY LABOR (1/2 Hour Minimum per Worker)

		per man per 1/2 hour
Journeyman Labor	Hour Breakdown	Showsite Price
Straight Time	Mon-Fri (first 8 hours of the worker's shift, regardless of the time of day)	\$82.58
Overtime	Mon-Fri (after the first 8 hrs of the worker's shift, regardless of time of day) & Saturdays	\$107.35
Double Time	Sundays and Holidays	\$134.19

## IMPORTANT INFORMATION

Any adjustments prior to the show should be given to Messe Frankfurt. Any rack/shelf adjustment requests made after July 5, 2011 can not be accommodated by Messe Frankfurt and will be charged at the above rates.

Exhibitors must order labor for any show site rack adjustments. Please visit the Metropolitan Service Desk to place this order. Any show site adjustments will be charged at the above rates based on a 30 minute minimum.