



TLK Convention Services  
 A division of TLK Air Care, Inc.  
 6200 N. 16<sup>th</sup> Street  
 Omaha NE 68110  
 800-441-1927  
 Fax: 402-457-7978  
 tlk@qwestcenter.com



**LABOR AND EQUIPMENT CONTRACT**

Show Name:		Exhibitor Name:			Booth Number:	
Contact Name:		Phone No:				
	Labor Required:	Date Needed:	Labor Start Time:	Labor End Time:	Forklift Start Time:	Forklift End Time:
Installation:						
Dismantle:						
Please consider the following when scheduling: You must report to the TLK service desk to check in/out for services Labor and/or Equipment are provided in full hour increments and minimums apply For dismantle labor, be sure to allow time for crates to be returned to booth						

**BILLING INFORMATION**

Company Name:		Contact Name:		Telephone:	Fax:
Address:		City:		State:	Zip:
*Credit Card No:		*Expiration:		*Signature:	

\*This information can be provided on-site

**SCHEDULING INSTRUCTIONS**

In order to accommodate all requests, please submit this request no later than one week prior to need-by date.

For published rates, visit our website at [www.tlkomaha.com](http://www.tlkomaha.com)