



THE MARKET FOR HOME, LIFESTYLE + GIFT

Labor Rules & Regulations

August 20-August 24, 2016 • Jacob K. Javits Convention Center • New York, NY

Qualified labor personnel are required to perform various services at the JKJCC. Helpers brought into the Javits Center by exhibitors for the sole purpose of unpacking, setting, styling or packing should not engage in display set-up and dismantle duties reserved for Javits Center carpenters, teamsters, electricians and plumbers. The following guidelines will help you in preparing your exhibit to conform to jurisdictions. Adherence to these regulations can save you substantial money.

EXHIBIT BUILDING

Exhibit building labor is done by JKJCC Apprentice and Journeyman Carpenters. They are responsible for uncrating and crating exhibits, building and dismantling all exhibits and booths, laying carpets and other floor covering, hanging non-electric signs, banners and drapes, and distributing contractor owned or leased furniture and other standardized equipment. The following exceptions apply:

NEW! Exhibitors may install and dismantle their exhibits, and lay carpet/floor covering as long as:

- Booth size is 250 square feet or less and work can be done without tools. Exhibitors may unpack, pack and arrange their merchandise and products in their exhibit. Those performing the work above must be employees of the exhibiting company and must carry identification to verify that fact.
- Exhibitors may be able to erect and dismantle "pop-up" displays and booths which do not exceed twenty-five (25) feet in length and can be erected and/or dismantled by employees of the exhibiting company, using no tools. A "pop up" display at the Javits Center is defined as a self-contained unit which can be hand-carried by one employee. The Center may issue more detailed rules on this from time to time.

Exhibitors may unpack, pack and arrange their merchandise in their exhibit.

When unsafe set-up or dismantle conditions exist, JKJCC may elect to suspend the exceptions listed above and Javits exhibit building labor will complete the work at exhibitor expense.

FREIGHT MOVING

Freight moving labor is handled by JKJCC Teamsters. They are responsible for loading and unloading, moving and delivering exhibitor freight to and from the exhibitor's booth. However, certain items may be brought into the JKJCC through the front of the building by exhibitors. If your POV (personally owned vehicle) fits one of the descriptions listed below **and there is a qualified driver with the vehicle at all times**, you may carry certain items into the JKJCC. Suitable vehicles for the **self-service** hand carry unloading procedure are:

- Automobiles
- Mini vans
- Econoline vans
- Sport Utility Vehicle

Box/cube trucks and vans, or trailers hitched to the above vehicles are prohibited in the self-service hand carry unloading areas. There must be someone representing the exhibitor with the vehicle at all times. There is a 30 minute unloading and loading time. All items brought in through the front of the building must fit into the following categories:

- An exhibitor may hand carry items or use nothing larger than a two-wheeled baggage cart (rubber or plastic wheels only) to move items.
- Hanging clothes racks with four wheels are allowed for moving hanging garments.
- Exhibitors must use the doors and routes designated by show management.
- The persons moving items must have identification showing that they are employees of the exhibiting company.