



STAFFING RESERVATION FORM

Event Name: NeoCon 2019

Event Location: The Mart, Chicago

Company Name:

Showroom/Booth Number:

Company Contact Info: **Name:**

Street Address:

City: **State:** **Zip code:**

Phone: **Email:**

SERVICES	RATES		# of STAFF NEEDED	START DATE	END DATE	START TIME	END TIME
	ST	OT*					
Bartenders	\$ 50.00	\$ 75.00					
Cashiers	\$ 30.00	\$ 45.00					
Concierge	\$ 40.00	\$ 60.00					
Greeter / Hostess	\$ 30.00	\$ 45.00					
Lead Capturing Support	\$ 30.00	\$ 45.00					
Models	\$ 65.00	\$ 97.50					
Registration Professionals	\$ 30.00	\$ 45.00					
Room Monitors	\$ 30.00	\$ 45.00					
Sales Assistant	\$ 30.00	\$ 45.00					
Servers	\$ 30.00	\$ 45.00					
Steaming and Apparel Assistance	\$ 30.00	\$ 45.00					

Please provide a brief description of what you need our team to do for you:

Do you have a attire or uniform preference? If yes, please describe:

NOTES:
 (1) ST: Straight Time
 (2) OT: Overtime - Overtime rates apply to all hours worked over 37.5 hours in a (1) week time frame (Sunday - Saturday)
 (3) Staffing support reservations are required in advance of all events. On-site services are limited and not guaranteed.
 (4) Once your reservation is received, you will receive a formal invoice from GCJ Hospitality Resources. Your staffing reservation will be booked and confirmed once the invoice has been paid in full.
 (5) There is a (4) hour non-refundable minimum, per person, per day, for all staffing request.