

Show Booth Support Staff Request Form

Official use only - Processing

Name: _____

Date: _____

Time: _____

Please complete the form, being sure to be specific in the job description and staff qualifications areas. To complete begin with the Company field at the top of the form and press tab to navigate through each field, save, and send to: boothsupport@pro-show.com.

Company: _____

Name: _____

Title: _____

Street: _____

City: _____

Zip code: _____

Country: _____

e-mail: _____

ProShow supports sustainability. This is our first fillable PDF form. Help us be green!

Please Note: Once processed, ProShow will send a "How we Work" agreement for signature which includes hourly or daily rate quote & cost estimate. All orders must be paid in full, in advance by credit card with a small processing fee. On site orders require immediate payment by credit card with a 20% service fee.

Show Name: _____

Position Title: _____

Dress Code: Any booth attire required/provided?: _____

Training: Is training required? When and where?: _____

Lunch coverage required?: _____

Location – Please give exact location details: _____

Booth Name/ Number: _____

Booth Contact Person: _____

On-Site email: _____

Job Description. What do you want them to do? Be specific.: _____



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Staff Qualifications/ Skills required: _____

Personality Qualities: _____

Successful Match: What is your desired outcome? Be specific: _____

Language Requirements: _____

Work Schedule

Save and e-mail
fillable pdf form to
boothsupport@pro-
show.com

If you fill in the
form manually, print,
scan and e-mail form
to boothsupport@
pro-show.com .

Thank you for
your order.

Day	Date	Hours	Number of people
_____	_____	_____ to _____	_____
_____	_____	_____ to _____	_____
_____	_____	_____ to _____	_____
_____	_____	_____ to _____	_____
_____	_____	_____ to _____	_____
_____	_____	_____ to _____	_____



**You count on us...
we take that seriously**