

Please email completed form to:
Jennifer@GCJHospitality.com



STAFFING RESERVATION FORM

| | | | |
|-----------------------|-----------------|--------|-----------|
| Event Name: | | | |
| Event Location: | | | |
| Company Name: | | | |
| 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* | | | | | |
| Booth Set-up / Dismantle Assistance | \$ 30 | \$ 45 | | | | | |
| Bartenders | \$ 50 | \$ 75 | | | | | |
| Cashiers | \$ 30 | \$ 45 | | | | | |
| Chef Services | TBD | TBD | | | | | |
| Concierge | \$ 40 | \$ 60 | | | | | |
| Greeter / Hostess | \$ 30 | \$ 45 | | | | | |
| Lead Capturing Support | \$ 30 | \$ 45 | | | | | |
| Models | \$ 65 | \$ 97 | | | | | |
| Registration Professionals | \$ 30 | \$ 45 | | | | | |
| Room Monitors | \$ 30 | \$ 45 | | | | | |
| Sales Assistant | \$ 30 | \$ 45 | | | | | |
| Servers | \$ 30 | \$ 45 | | | | | |
| Steaming and Apparel Assistance | \$ 30 | \$ 45 | | | | | |
| Unpacking / Packing Assistance | \$ 30 | \$ 45 | | | | | |
| General Labor | TBD | TBD | | | | | |

Please provide a brief description of your needs:

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.

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