ADDENDUM “A”
MINIMUM TOOLS FOR SHOW SITE INSTALLATION

• Diagonal pliers or wire cutters (side cutters)
• Utility Knife
• ARROW JT-21 Staple Gun
• Screwdrivers – Phillips and straight blade
• Pliers – slip joint
• Tape measure
• Hammer
• Allen wrenches – 5mm, 1/4”, 1/8”
• Pen – to fill out your paperwork for payroll
• Carpet loop pile cutter or Carpet top cutter
• Ratchet with sockets – 7/16”, 9/16”, 4mm, 5mm Allen and Torx 30
• Torpedo Level
• Adjustable Wrench
• Small 7-1/2 pry bar
• Folding Standard 9 piece Hex Key Set (5/64”-1/4”)
• Folding Metric 8 piece Hex Key Set (1.5m-8mm)

RECOMMENDED EQUIPMENT FOR SHOW SITE INSTALLATION

• Cordless drill motor

NOTE: You must have two (2) pieces of ID for your I-9 and W-4 payroll forms. A list of acceptable documents from Form I-9 is attached to this document.

NOTE: The above tools must be on your person when you arrive for a Trade Show call out.