

# FREEMAN

7000 Placid, #101  
Las Vegas, NV 89119  
Ph: 702-407-4696 • Fax: 702-263-9260  
FreemanLasVegasES@freemanco.com



**DISCOUNT PRICE  
DEADLINE DATE  
MAY 23, 2008**

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **SAFETY 2008 / JUNE 9-11, 2008**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 702-407-4696 to speak with one of our experts.

For fast, easy ordering, go to [www.myfreemanonline.com](http://www.myfreemanonline.com)

## HANGING SIGN LABOR AND EQUIPMENT

### INSTRUCTIONS

- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging signs must be assembled, installed by FREEMAN. Exhibitors, display company and/or I&D representatives may supervise, but will not be allowed to assemble or install the hanging sign. Please complete the enclosed Labor Order Form for labor to assemble your hanging sign.
- Set up instructions must be provided for signs needing assembly.
- Hanging anchor points must be pre-fabricated and ready for use.
- Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the enclosed Hanging Sign Labels. This container **MUST** be received by the warehouse shipping deadline. If these procedures are not followed, FREEMAN cannot guarantee the hanging of your sign.
- Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE Order Form.
- If any hang point supports over 250 lbs., notify FREEMAN immediately for special authorization. See enclosed LVCC Rigging Regulations.
- LVCC Rigging Regulations must be adhered to in order to complete your hang.

### SIGN DESCRIPTION, SIZE & WEIGHT

- For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points can be determined.

Type: Cloth Banner \_\_\_\_\_ Metal or Wood \_\_\_\_\_ Other \_\_\_\_\_

Shape: Square \_\_\_\_\_ Triangle \_\_\_\_\_ Rectangle \_\_\_\_\_ Other \_\_\_\_\_

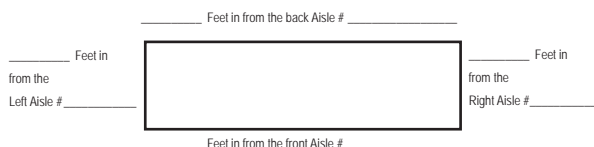
Size: Height \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_

Weight of Sign: \_\_\_\_\_

Does Your Sign Require Electricity \_\_\_\_\_ Assembly \_\_\_\_\_

### PLACEMENT DIAGRAM

- Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed.
- The ceiling structure and relation to the support beams may require your sign to be moved from your specified location.



Number of feet from floor to top of sign: \_\_\_\_\_

**STRUCTURAL INTEGRITY STATEMENT  
MUST ACCOMPANY ORDER**

(198338) LVSP

### EQUIPMENT AND LABOR RATES TO HANG SIGNS

#### Equipment With Crew

- Show site prices will apply to all labor orders placed at show site
- Show site prices will apply if the hanging sign is not received by the warehouse shipping deadline
- Rates are per lift and crew per hour
- Condor and Crew consists of condor, operator and rigger.
- Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.
- Assembly and Ground Labor is an additional charge.
- One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments
- Freeman components (cable, clamps, etc) will be used to install all hanging signs and charged accordingly

#### Labor Rates

	Advance Price	Show Site Price
Condor		
Condor with crew	\$485.00	\$630.50
<b>Sign Assembly</b>		
Sign Assembly/Ground Labor	\$98.00	\$127.40
<b>Electrical Assembly</b>		
Electrical Assembly/Ground Labor		
Straight Time	\$92.00	\$120.00
Overtime	\$184.00	\$240.00

#### Straight Time (cannot be guaranteed)

8:00 A.M. to 5:00 P.M., Monday through Friday

#### Overtime

5:00 P.M. to 8:00 A.M. Monday through Friday,  
All day Saturday, Sunday and holidays

#### Installation Estimate

Approx Hours      Hourly Rate      Total Estimated Cost  
\_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

#### Dismantle Estimate

Approx Hours      Hourly Rate      Total Estimated Cost  
\_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

#### Please Note:

- Freeman will begin to assemble and hang the signs as soon as the hall is accessible as long as the order and the sign are received by the appropriate deadline dates.
- In the event the order and sign are not received by the deadline date, show site rates will apply and the sign will be hung when the equipment and labor become available.

FREEMAN hanging sign labor

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## HANGING TRUSS & THEATRICAL LIGHTING EQUIPMENT AND LABOR

- All rigging must comply with LVCC and Show Management rules and regulations and facility limitations.
- All overhead rigging and flown objects must be assembled and disassembled by FREEMAN. Exhibitor's display company and/or I & D representatives may supervise only and will not be allowed to assemble/disassemble or install and remove rigging or flown objects. No one other than Freeman employees will be permitted in lifts.
- FREEMAN requires an engineered print of all truss and lighting rigging, including rigging point loads per our facility agreement. Failure to provide a DWG file of the rigging plot with load and required information three (3) weeks prior to move-in may prohibit your rig from being hung.
- Time will commence per exhibitors request. Failure to start at the requested time will result in a 4 hour minimum charge per stagehand person requested, unless 24-hour advance notice is provided in writing.
- Stagehand labor is based on a four hour minimum.
- During run of show, there will be a 2 hour turn on / 2 hour turn off charge, based on the four hour minimum.
- Freeman Stagehands install/dismantle all programmable dimmable lighting fixtures, video walls, audio, and projection.
- For Pre Rigging: Please contact FREEMAN for availability.

**LIGHTING DESIGNER INFORMATION - NOTE: LVCC RIGGING REGULATIONS MUST BE ADHERED TO**

Name: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Company Name: \_\_\_\_\_

Description	Advance Price	Show Site Price
<b>EQUIPMENT</b>		
<ul style="list-style-type: none"> <li>• Rates are per lift and crew, per hour</li> <li>• <b>Rates are blended to include any overtime to accomplish the hanging of all signs in a timely manner prior to the opening of the show</b></li> <li>• Crew consists of 1 Operator and 1 Ground Man</li> </ul>		
Condor w/crew .....	\$ 485.00	\$ 630.50
Scissor Lift w/crew .....	325.00	422.50
Man Lift - per day .....	151.00	196.30
Genie Hand Crank - per day .....	151.00	196.30
<b>STAGEHAND LABOR (high riggers, ground riggers, programmers and theatrical stage electricians)</b>		
<b>Straight Time:</b> 8:00 A.M. to 5:00 P.M. Monday through Friday		
<b>Overtime:</b> 5:00 P.M. to 8:00 A.M. Monday through Friday and all day Saturday, Sunday and Holidays.		
Additional Crew Member - ST .....	\$ 96.00	\$ 124.80
Additional Crew Member - OT .....	\$ 192.00	\$ 249.60
<b>MISCELLANEOUS EQUIPMENT</b>		
One Ton Hoist .....	\$ 468.00	\$ _____
Half Ton Hoist .....	446.00	\$ _____
20.5" Box Truss (per foot) .....	26.75	\$ _____
12" Box Truss (per foot) .....	18.50	\$ _____
Small Rotator .....	182.00	\$ _____
Large Rotator .....	364.00	\$ _____
<b>Total for Miscellaneous Equipment .....</b>	<b>\$ _____</b>	

**INSTALLATION**

Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____						Sub-Total	
_____						Tax	N/A
DISMANTLE						<b>Total</b>	

Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____						Sub-Total	
_____						Tax	N/A
						<b>Total</b>	

**FREEMAN hanging truss & chain hoist**

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## **IMPORTANT INFORMATION - PLEASE READ PRIOR TO ORDERING**

### **HANGING TRUSS & LIGHTING EQUIPMENT**

#### **JURISDICTIONS**

- Freeman personnel/employees must operate all chain motors, including the final trim.
- Freeman personnel/employees only will be allowed in aerial lifts.
- Freeman personnel/employees only will be allowed to operate mechanized equipment.
- Freeman personnel/employees must assemble and disassemble any and all overhead rigging. This includes, but is not limited to:
  - \* The assembly of all truss
  - \* The attachment and disassembly of light fixtures to truss
  - \* The installation and dismantle of power sources, programmable dimmable lighting packages, chain motors and span sets.
- Freeman Electricians will run all initial power sources and Freeman union personnel will make all connections to the dimmable power sources.
- Freeman Stagehands install/dismantle all programmable dimmable lighting fixtures, video walls, audio, and projection.

#### **PLACING YOUR ORDER (please include these items when placing your order)**

- Complete the Method of Payment
- Complete the Hanging Truss & Chain Hoist Order Form
- Include Rigging Plot in a DWG format with the order forms - plot must reflect the following:
  1. Hang point locations
  2. Height above the floor of each hang point
  3. Weight that will be suspended from each hang point
  4. Exhibit plan showing the location of the hang points and the structure as it pertains to the exhibit plan
- **Complete the Structural Integrity Statement - See enclosed LVCC Rigging Regulations.**
- Send the above information to Freeman at the address on the order forms

### **GROUND-SUPPORTED TRUSS & LIGHTING EQUIPMENT**

#### **JURISDICTIONS**

- Freeman Stagehands will provide installation and dismantle labor of self-climbing and/or mechanized truss systems.
- Freeman Stagehands must install and dismantle any programmable dimmable lighting fixtures that are attached to any ground-supported truss.
- Freeman Electricians must assemble and disassemble as well as install and dismantle all electrical hanging signs.

#### **PLACING YOUR ORDER (please include these items when placing your order)**

- Complete the Method of Payment
- Complete the Hanging Truss & Chain Hoist Order Form
- **Complete the Structural Integrity Statement**
- Send the above information to Freeman at the address on the order forms

FREEMAN chain hoist / truss / sign rigging information

## IMPORTANT INFORMATION (continued)

### NON-ELECTRICAL HANGING SIGNS (UNDER 250 POUNDS)

#### JURISDICTIONS

- Freeman personnel/employees must assemble and disassemble, install and dismantle all hanging signs.

#### PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Sign Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided
- Send the above information to Freeman at the address on the order forms

### NON-ELECTRICAL HANGING SIGNS (OVER 250 POUNDS - CHAIN HOIST REQUIRED)

#### JURISDICTIONS

- Freeman personnel/employees must assemble and disassemble all hanging signs.
- Freeman personnel/employees must install and dismantle all hanging signs.
- Electrical contractor will install chain hoist and attach sign to the hoist.

#### PLACING YOUR ORDER (please include these items when placing your order)

- **Read enclosed LVCC Rigging Regulations**
- Complete the Method of Payment
- Complete the Hanging Sign Order Form
- Complete the Hanging Truss & Chain Hoist Order Form
- Include Assembly Instructions
- All rigging plans must be submitted to Freeman Rigging Manager three (3) weeks prior to move-in in a DWG format.
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided
- Send the above information to Freeman at the address on the order forms

### ELECTRICAL HANGING SIGNS

#### JURISDICTIONS

- Electrical contractor will assemble and disassemble all electrical hanging signs.
- Electrical contractor will install and dismantle all electrical hanging signs.
- Electrical contractor will install chain hoist and attach sign to the hoist for signs over 250 pounds.

#### PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Hanging Sign Order Form
- Complete the Electrical Labor Order Form
- Complete the Electrical Services Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided.
- Send the above information to electrical contractor at the address on the order forms