

Structural Rigging

# Information

Freeman<sup>1</sup>



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## GENERAL INFORMATION

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Freeman Event Technology has been selected as the exclusive Rigging Contractor for the Austin Convention Center (ACC) facility located at 500 East Cesar Chavez in Austin, Texas. Freeman Event Technology has also been chosen to be the preferred Audio Visual provider for both the ACC facility as well as the Palmer Events Center located at 900 Barton Springs Road in Austin, Texas.

Rigging exclusivities include points of attachment to the Facility with approved equipment, chain hoist(s), required lift(s), and the necessary labor to install and hang equipment or signs weighing 250 lbs. or more. Exclusivities also include those suspended items which require the use of a chain hoist at the Austin Convention Center from the motor up.

During the initial design phase, all Outside Contractors (Decorator, Exhibitor, Production, or Audio Visual Company) will be required to submit a rigging and/or hanging request to the Freeman Event Technology representative, the ACCD Rigging Coordinator, and the ACCD Event Coordinator in the form of a scaled drawing, blueprints, or engineer's certification for items weighing in excess of 100 pounds. Submissions are required for review and approval 30 days prior to the first contracted date. All submissions must include the location(s) of each hang point, the load weight per point, the dimensions of the suspended rig, and the size of each motor intended for use. Details must also include stage location(s), aisle references (if applicable), and reflect outlines for each space requiring services. Please send all submissions to [ACCDRigging@Freeman.com](mailto:ACCDRigging@Freeman.com).

A Freeman Event Technology representative will confirm whether rigging requests for equipment or signs weighing 250 lbs. or more and suspended items which require the use of a chain hoist fall within the ACCD Rigging and Banner Hanging Guidelines for approval. Rigging will not be considered approved until documentation from the Freeman Event Technology representative has been received by the ACCD Rigging Coordinator and Event Coordinator. Rigging requests should not be published or distributed without written approval from Facility Management or their designated representative. Facility Management, or their designated representative, may at any time refuse permission to hang and may also stop, terminate, or delay the hanging or attachment process if they are concerned for safety reasons or that damage to the building may occur. Facility Management decisions will be final in all cases.

All Rigging requests must adhere to Show Management rules, the ACCD Rigging and Banner Hanging Guidelines, Freeman Event Technology standards, as well as any facility limitations and the "No Rigging Load Allowed" areas designated in facility diagrams.

No equipment may be attached to or suspended from any facility mechanical systems including air wall tracks, wall panels, lighting fixtures, handrails, ducts, electrical conduit, raceways, plumbing, acoustical baffles, or sprinkler/natural gas pipes. Items may only be attached to the facility approved structural members, must conform to all facility guidelines, and be placed in authorized areas only.

All equipment and associated hardware attaching to hoists, truss or direct to ceiling structural elements must be engineered and rated for the intended use and be in good condition. Attachment hardware should have WLL (working load limit) indicated. In some cases, Facility Management, or their designated representative, may require an engineer's stamp of approval. Any equipment or signs deemed to be unsafe for overhead suspension by Freeman Event Technology and/or Facility Management, or their designated representative, will not be allowed.

Only Freeman Audio Visual, LLC employees will be allowed to operate chain hoists/control. This includes the raising and lowering of all trusses and other equipment attached directly to chain hoists. No additional production elements or loads can be applied to truss or hoists once elements are at trim without the presence of Freeman Audio Visual, LLC employee(s).

Additional services, audio visual equipment, and labor are available upon request through the Freeman Event Technology representative.



## GENERAL GUIDELINES

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**ALL RIGGING WILL BE DONE AS A DEAD HANG. NO BRIDLING PERMITTED.**

### **EXHIBIT HALLS 1-3**

#### **HIGH BEAM RIGGING**

Hang Point Limit - 1500 lbs. at every other bottom chord panel point 10' on center

#### **PRIMARY TRUSS RIGGING**

2000 lb. points are allowed for each beam on 15' centers

All High Beam loads transfer to the Primary Trusses

High Beam transfer weight is 3000 lbs. maximum

If the transfer weight is at the maximum, then the 15' on either side of the transfer point is already at the Primary Truss maximum

### **EXHIBIT HALLS 4-5**

#### **HIGH BEAM RIGGING**

Hang Point Limit - 1000 lbs. maximum load for each beam, 1500 lbs. per beam

Spacing of rigging loads applied at adjacent floor beams must equal or exceed 30 ft.

#### **PRIMARY TRUSS RIGGING**

2000 lbs. loads may be applied on 25' centers

All loads to be spaced on 25' centers

All High Beam Loads transfer to the low beams

High Beam transfer weight is 2000 lbs. maximum

If the transfer weight is at the maximum, then the 25' on either side of the transfer point are already at the Low Beam maximum

### **BALLROOM D**

**No rigging allowed in E, F and G**

Fixed Point Hangs Only

1500 lb. Point Limit

## SIGNS / BANNERS

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An appointed General Service Contractor may provide sign and banner hanging that does not require the use of a chain hoist and weighs below the 250 lbs. limit within the facility, as outlined in the ACCD Rigging and Banner Hanging Guide.

In the event a General Service Contractor has not been retained, Freeman Event Technology may provide these services and will adhere to the following guidelines. Please refer to the Pricing Summary below for rates on equipment and labor.

### Interior Banners Guidelines

- All Signs/Banners weighing over 100lbs. will require that a diagram be submitted for review and approval.
- Sign/Banner placement will need to be approved by Facility Management. Contact the ACCD Rigging Coordinator and Event Coordinator for approval.
- Single point hangs must have a tie off line to prevent spinning and twisting.
- Always include grommets when purchasing a banner.
- Banners in excess of 6 ft. in length should come with a rigid support for best results when hanging.
- Banners should be delivered a minimum of 24 hours prior to the event load in.

### Exterior Banners Guidelines

All Exterior Banner Hanging should go through the appointed General Service Contractor, unless requiring the use of a chain hoist or over the 250 lb. limit. Please see the ACCD Rigging and Banner Hanging Guide and the event's Show Management rules to check feasibility.

- Permitting for use of lifts used on exterior of building must be cleared through assigned Event Coordinator and the City of Austin.
- Banners should be made of a lightweight, water-resistant, wind passable material.
- Where a banner is made exclusively of vinyl, or some other lightweight water-resistant material, wind pockets must be built into the banners in order to allow wind to flow through easily. If a banner does not meet these specifications, it may not be hung.
- Banners must have grommets horizontally along the top and bottom at a minimum of 18 inches apart.
- All edges of banners should have flat felled seams, i.e., the edges should be folded over, glued, and double stitched.
- Mesh banners must be reinforced with webbing in the folds before the grommets are affixed. All corners must be reinforced with webbing before the grommets are affixed as the corners handle most of the stress.
- In the event of a severe weather notice, banners may have to be removed.
- Padding will be required for any part of the banner that comes into contact with the facility.
- All banners must be at least 8' off of the ground.



## PRICING SUMMARY

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All Rigging requests must be received by Freeman Event Technology more than 30 days prior to the first contracted date in order to qualify for incentive rates. Base rates apply to all rigging requests received within the 30 day deadline and require a deposit. Revisions and/or changes received within 30 days are subject to the base or rush rates.

A quote for service will be provided prior to the event and must be confirmed and signed prior to the first contracted date.

**Direct Bill through the Facility is not available.**

### STRUCTURAL RIGGING FEES

#### DIAGRAM REVIEW FEE

Diagrams received more than 30 days prior to Load In \$150.00 (Incentive Rate)  
Diagrams received between 30 days - 7 days prior to Load In \$350.00 (Base Rate)  
Diagrams received less than 7 days prior to Load In \$500.00 (Rush Rate)

#### POINT FEE

\$75.00/point (run of show; all load bearing points including cable picks)

#### MOTORS

1/4 Ton - \$175.00/Week  
1/2 Ton - \$200.00/Week  
1 Ton - \$225.00/Week

#### LIFTS (Scissor or Boom lifts are required for all rigging services and are to be provided by Freeman Event Technology)

Scissor (32') Lift \$400.00/Day  
Boom (60') Lift \$700.00/Day

#### TRUSS (other sizes/colors are available; contact Freeman Event Technology representative for additional pricing)

12" Silver \$10/foot (run of show)  
12" Black \$12/foot (run of show)

### STRUCTURAL RIGGING LABOR RATES

A Freeman Event Technology representative will provide you with a detailed proposal based on your specific needs. All installations and dismantle of rigging equipment are billed at the following hourly rates for each rigger required. Four (4) hour minimums apply to all rigging labor. OT applies after eight (8) hours. DT after twelve (12) hours.

Monday – Friday, 7AM to 7PM	Base Rate (ST)
Monday – Friday, 7PM to 12AM	Base Rate x 1.5 (OT)
Saturday and Sunday, 7AM to 12AM	Base Rate x 1.5 (OT)
Monday – Sunday, 12AM to 7AM	Base Rate x 2 (DT)
Holidays, All Day	Base Rate x 2 (DT)

Structural Rigger Hourly Rate \$79.50  
Structural Head Rigger Hourly Rate \$92.00  
General (Stagehand) Labor Hourly Rate \$53.00

A one-hour meal period must be given no less than three hours and no more than five hours after the call begins, or after the last meal period. In lieu of a one-hour meal break, the client may provide a meal, in which case the workers will suffer no loss of time. Workers will be given one-half hour on the clock to eat the meal.