

**Production  
 Rigging Order Form**

|                                    |  |              |  |         |  |
|------------------------------------|--|--------------|--|---------|--|
| EVENT NAME:                        |  | EVENT DATES: |  | THROUGH |  |
| FACILITY: Austin Convention Center |  | ROOM:        |  |         |  |
| PRODUCTION COMPANY:                |  | ADDRESS:     |  |         |  |
| CITY:                              |  | STATE:       |  | ZIP:    |  |
| CONTACT:                           |  | PHONE:       |  | E-MAIL: |  |
| ON-SITE CONTACT:                   |  | PHONE:       |  | E-MAIL: |  |

|                              |       |       |
|------------------------------|-------|-------|
| RIGGING INSTALLATION         | DATE: | TIME: |
| ADDITIONAL INSTALLATION DAYS | DATE: | TIME: |
|                              | DATE: | TIME: |
| RIGGING DISMANTLE            | DATE: | TIME: |
|                              | DATE: | TIME: |

|                               |                      |                          |                 |
|-------------------------------|----------------------|--------------------------|-----------------|
| 1/4 Ton Hoist Total:          | 1/2 Ton Hoist Total: | 1 Ton Hoist Total:       | TOTAL HOIST:    |
| 12" Truss Linear ft. Total:   | Silver    Black      | 12" Cornerblock Total:   | Silver    Black |
| 20.5" Truss Linear ft. Total: | Silver    Black      | 20.5" Cornerblock Total: | Silver    Black |

ADDITIONAL NEEDS:

---



---



---

**Truss is not exclusive.**  
**PLEASE RETURN FORMS TO [accdrigging@freemanco.com](mailto:accdrigging@freemanco.com)**

REQUESTED BY:

|            |           |      |
|------------|-----------|------|
| PRINT NAME | SIGNATURE | DATE |
|------------|-----------|------|

|                                       |  |  |         |
|---------------------------------------|--|--|---------|
| BILLING RESPONSIBLE PARTY INFORMATION |  | <b>Direct billing through the ACC is not available</b> |         |
| BILLING COMPANY:                      |  | ADDRESS:   |         |
| CITY:                                 |  | STATE:   | ZIP:    |
| CONTACT:                              |  | PHONE:   | E-MAIL: |

[Rigging Shells are available here](#)

NAME OF SHOW: \_\_\_\_\_ SHOW DATES: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

## STRUCTURAL INTEGRITY STATEMENT

### STRUCTURAL INTEGRITY STATEMENT THIS FORM MUST BE RETURNED FOR ALL SUSPENDED STRUCTURES

I, the contracted Production Company for \_\_\_\_\_,  
\_\_\_\_\_,  
Show Dates Show Name

and (if applicable), the builder for the aforementioned company, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered, tested, and adhere to all current ANSI standards and OSHA regulations. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

We hereby release, indemnify and forever hold harmless, as applicable, the association, show organizer, event producer, facility, Freeman, and its subsidiaries, their directors, officers, employees, representatives, agents, and contractors from and against any and all liability, claims, damage, loss, fines, or penalties arising from the installation, use or dismantling of this structure. All hang points supporting this structure will be verified (metered) on site at company's expense if, in Freeman's sole discretion, such verification is necessary.

Production Company: \_\_\_\_\_ #: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Authorized Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Builder: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Authorized Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail: \_\_\_\_\_

## Aerial Labor and Equipment Rules & Regulations

### Important information

- All ceiling rigging must conform to show management rules and regulations, and facility management rules and regulations and limitations.
- Freeman requires an engineered print of all truss, lighting, and rigging including point loads per our facility agreement. Please provide a DWG or VWX file of the rigging plot with point loads and all hanging material weights by the 30 day deadline.
- 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.
- Freeman will inspect hardware and ask that all non-compliant hardware be replaced. All additional hardware will be charged accordingly.
- Attachment hardware should have WLL (working load limit) indicated.

### Rigged structures

Freeman requires a stamped certification from a design professional (Civil or Structural Engineer) registered in the United States affirming structural integrity, calculations, and specifications for any custom-built suspended elements such as but not limited to signs, lightboxes, headers, video wall surrounds, and entry portals. For additional assistance regarding these requirements, please [contact us](#).

### Tie-offs

Freeman reserves the right to request a stamped certification from a design professional (Civil or Structural Engineer) registered in the United States affirming structural integrity, calculations and specifications and/or a peer review from such registered design professional for attachment of any structure to provide additional support terminating to the venue (Ex. Tie-off of header, seismic lines, tie-off of video walls) If you anticipate needing this service, please [contact us](#) for review and pre-authorization.

### Video display

Freeman reserves the right to request approval from a registered design professional (Civil or Structural Engineer) registered in the United States and/or a peer review from a registered design professional for all nonserially manufactured LED and Video Display systems. All LED and video display systems must comply to ANSI E1.50-1. This applies to ground supported and suspended LED and Video Display systems. If you anticipate needing this service, please [contact us](#).



## PRICING SUMMARY

---

All Rigging requests must be received by Freeman Audio Visual 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 - \$185.00/week  
1/2 Ton - \$210.00/week  
1 Ton - \$235.00/week

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

Scissor (32') Lift \$1,200.00/week  
Boom (60') Lift \$2,250.00/week

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

12" Silver \$15/foot (per week)  
20.5" Silver \$20/foot (per week)

### STRUCTURAL RIGGING LABOR RATES

A Freeman Audio Visual 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. Six (6) hour minimums apply to all rigging labor. OT applies after eight (8) hours Monday-Friday. DT after (8) hours Saturday and Sunday and after twelve (12) hours any day.

|                                  |                      |
|----------------------------------|----------------------|
| Monday – Friday, 6AM to 12AM     | Base Rate (ST)       |
| Saturday and Sunday, 6AM to 12AM | Base Rate x 1.5 (OT) |
| Monday – Sunday, 12AM to 6AM     | Base Rate x 2 (DT)   |
| Holidays, All Day                | Base Rate x 2 (DT)   |

Structural Rigger Hourly Rate \$95.00  
Structural Head Rigger Hourly Rate \$105.00  
General (Stagehand) Labor Hourly Rate \$65.00

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. If no meal break is provided at five hours, meal penalty will apply.