

FREEMAN

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DISCOUNT PRICE
DEADLINE DATE
FEBRUARY 13, 2019

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **SUBSEA TIEBACK FORUM & EXHIBITION - 453291 / MARCH 5-7, 2019**
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

HANGING SIGN LABOR AND EQUIPMENT

INSTRUCTIONS

- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging must be assembled, installed, and removed by Freeman. Please refer to the Freeman Terms and Conditions found in the Exhibitors Services Manual as it relates. 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 arrive 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., please contact PSAV at www.psav.com/sanantonio.

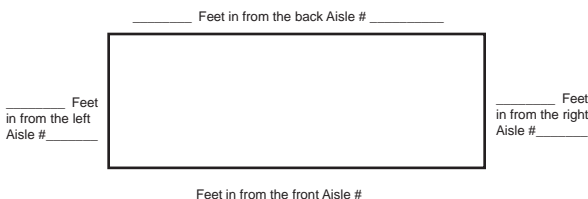
SIGN DESCRIPTION, SIZE & WEIGHT

- For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points may 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 _____
 Is Your Sign Designed to Rotate? _____ Yes _____ No
(Initial in the applicable box above)

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: _____

FY 19 ALL - SA

EQUIPMENT AND LABOR RATES TO HANG SIGNS

Straight Time
8:00 A.M. to 5:00 P.M., Monday through Friday
Overtime
6:00 A.M. to 8:00 A.M. & 5:00 P.M. to 12:00 A.M.
Monday through Friday,
ALL DAY SATURDAY, SUNDAY & HOLIDAYS

Crew Size - MINIMUM of two people
Materials
Cable, clamps, etc. additional and charged accordingly

Equipment With Crew

- **Standard prices will apply to all labor orders placed at show site**
- Rates are per lift and crew per hour
- One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments
- Straight time cannot be guaranteed

	Straight Time	Overtime	DT
Condor/Boom Condor with crew (up to 200 lbs lift capacity)			
Advance Price	\$485.50	\$530.75	\$576.75
Show Site Price	\$680.00	\$743.00	\$807.50
Additional Crew Assembly Labor (Per person / Per hour)			
Advance Price	\$91.25	\$136.50	\$182.50
Show Site Price	\$127.75	\$191.00	\$255.50

Installation Estimate
Condor/Boom/Snorkel

Approx Hours	Hourly Rate	Total Estimated Cost
_____ @ _____		= _____

Additional Crew **Assembly Labor**

Approx Hours	Hourly Rate	Total Estimated Cost
_____ @ _____		= _____

Dismantle Estimate
Condor/Boom/Snorkel

Approx Hours	Hourly Rate	Total Estimated Cost
_____ @ _____		= _____

Additional Crew **Disassembly Labor**

Approx Hours	Hourly Rate	Total Estimated Cost
_____ @ _____		= _____

Supervision for assembly and disassembly of overhead hanging sign can be provided by Freeman, or by your company representative, display house, independent or lighting contractor.

Please indicate method of supervision you require for assembly/disassembly:
 Freeman
 Exhibitor Personnel
 Display House

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.

FREEMAN hanging sign labor

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

_____, the contracted exhibitor at the **SUBSEA TIEBACK FORUM & EXHIBITION - 453291 / MARCH 5-7, 2019** and (if applicable), the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. 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 the **ASSOCIATION, HENRY B GONZALEZ CONVENTION CENTER, 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 in excess of 200 lbs. may be verified (metered) on site at exhibitor's expense.

Exhibiting Company: _____ Booth #: _____

Authorized Signature: _____

Printed Name: _____ Date: _____

E-Mail: _____

Display House/Builder (if applicable): _____

Authorized Signature: _____

Printed Name: _____ Date: _____

E-Mail: _____

Complete and return form to address listed at the top of this form.