

FAN EXPO DENVER 2024

JULY 4 - 7, 2024

Colorado Convention Center Halls B,C,D,E

COMPANY NAME		BOOTH #	
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NON-ELECTRICAL HANGING SIGN LABOR & EQUIPMENT UNDER 200 LB

ADVANCE DATE: 6/14/2024

- | | |
|--|--|
| • <i>Must be shipped separately</i> | • <i>Clearly marked with enclosed hanging sign label</i> |
| • <i>Received by discount receiving deadline</i> | • <i>Payment form must be included with this form</i> |

Above conditions must be met to receive advance pricing.

INSTRUCTIONS

- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging signs must be assembled and installed by LVE.
- Set up instructions must be provided for sign assembly.
- Hanging anchor points must be pre-fabricated.
- Show prices will apply to all labor orders placed at show site.
- RATES ARE PER HOUR, PER SIGN.
- Condor and Crew consists of condor, operator and rigger.
- Assembly and Ground Labor is an additional charge.
- Additional crew and/or equipment will be used if deemed necessary by LVE and will be charged accordingly.
- One hour minimum, thereafter is charged in half (1/2) hour increments.
- One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments for each install and dismantle.
- LVE components (cable, clamps, etc) will be used to install all hanging signs and charged accordingly.

RIGGING RATES	ADVANCE	REGULAR	SHOW	# OF SIGNS	RATE	TOTAL ESTIMATED COST
INSTALL RIGGING (per sign, per hour)	\$ 875.00	\$1,300.00	\$ 1,750.00			
DISMANTLE RIGGING (per sign, per hour)	\$ 875.00	\$1,300.00	\$ 1,750.00	1/2 of install, minimum of 1 hour**		

**Dismantle rigging charges ("Labor Out") are billed at 1/2 of the installation time for rigging crew. Minimum of 1 hour.

ASSEMBLY LABOR	STRAIGHT TIME	OVERTIME	DOUBLE TIME	APPROX. HOURS	HOURLY RATE	TOTAL ESTIMATED COST
2 LABORS, MINIMUM ONE HOUR PER PERSON	\$ 175.00	\$ 262.50	\$ 350.00			

All overhead hanging signs must be assembled and installed by LVE.

ASSEMBLY LABOR will consist of a 2 person crew, minimim charge one hour per person.

LVE will begin to assemble and hang the signs as soon as the hall is accessible. This cannot be scheduled.

CANCELLATION POLICY

A 50% cancellation charge will be applied to orders cancelled after the deadline.

All onsite cancellations will be charged 100% of the original order.

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STRUCTURAL INTEGRITY STATEMENT

THIS FORM MUST BE RETURNED FOR ALL SUSPENDED STRUCTURES

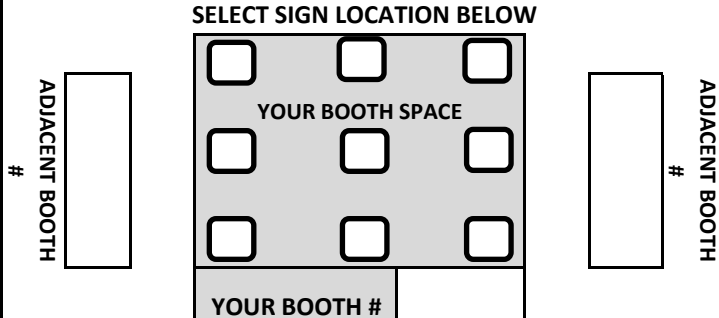
_____, the contracted exhibitor at the show and (if applicable), the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

We hereby release, indemnify and forever hold harmless Show Management, the facility, LVE, 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.

EXHIBITOR	EXHIBITING COMPANY			BOOTH #	
	AUTHORIZED SIGNATURE	X _____			
	AUTHORIZED NAME			DATE	
	EMAIL				

BUILDER	DISPLAY HOUSE/BUILDER (IF APPLICABLE)				
	AUTHORIZED SIGNATURE	X _____			
	AUTHORIZED NAME			DATE	
	EMAIL				

PLEASE INCLUDE THIS FORM WITH YOUR HANGING OR ELECTRICAL SIGN ORDER FORM

SIGN DESCRIPTION, SIZE & WEIGHT			PLACEMENT DIAGRAM			
<ul style="list-style-type: none"> For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points can be determined. 			<ul style="list-style-type: none"> All signs will be hung 20' from the floor to the top of the sign. The ceiling structure and relation to the support beams may require your sign to be moved from specified location. 			
TYPE	<input type="checkbox"/> CLOTH BANNER <input type="checkbox"/> METAL OR WOOD <input type="checkbox"/> OTHER		SELECT SIGN LOCATION BELOW 			
	SHAPE	<input type="checkbox"/> SQUARE <input type="checkbox"/> TRIANGLE <input type="checkbox"/> RECTANGLE <input type="checkbox"/> OTHER				
SIZE		HEIGHT				LENGTH
WEIGHT OF SIGN						
DOES YOUR SIGN REQUIRE ASSEMBLY?		<input type="checkbox"/> YES	<input type="checkbox"/> NO			
			If specific requirements are needed for placement of hanging sign, please submit them with this request form.			



RUSH - HANGING SIGN

RECEIVING DATES WITHOUT LATE FEES
Monday, May 27, 2024 - Monday, June 17, 2024

TO: _____
EXHIBITOR NAME

c/o: LVE Denver

4590 Geneva Street
Denver, CO 80238

EVENT: _____
FAN EXPO DENVER 2024

NO. _____ **OF** _____ **PIECES**

BOOTH #: _____



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