

Rigging Services

The MCCA provides rigging and overhead lighting services through our service contractor, JCALPRO.

Planning Ahead for Rigging & Lighting Services

Diagrams and booth layouts are essential for planning rigging and lighting services. In order to ensure efficient delivery of required services, Exhibitors must submit rigging plots, drawing, blueprints, or engineers' certification with their orders. Diagrams must include the location, dimensions and weight, and the height from the floor to the top of the suspended item. Diagrams must also show booth outline with aisles or neighboring booths marked for reference and orientation.

| PACKAGE RIGGING SOLUTIONS The MCCA offers package rigging solutions for exhibitors with basic and straight forward sign hanging needs. To qualify for the packages, exhibitors must be flexible with regards to days and times of load-in and take-down. | DISCOUNT | STANDARD | ON-SITE |
|---|------------|------------|------------|
| Basic Rigging Package This package includes all lifts, labor, and rigging equipment (cables, pipes, and hardware) necessary to install and take down one sign/banner weighing less than 150 lbs, measuring less than 20' in length, less than 15' diameter, and less than 175 square feet. | \$2,005.00 | \$2,505.00 | \$3,005.00 |
| Electrical Rigging Package This package includes the Basic Rigging Package plus labor to connect electrical service to an Exhibitor sign/banner. Overhead electrical service for rotator, motor or lighted sign must be ordered separately. Please see Electrical services section for details. | \$2,300.00 | \$2,875.00 | \$3,450.00 |
| Cable Bridge Package This package includes all lifts, labor, and equipment for a truss cable bridge for overhead power orders 60 amps and above, and for all 480 v overhead power. This package does NOT include the electrical service. Service must be added separately. The package service is provided during standard service hours, Monday-Saturday 7am – 12am, except holidays. | \$3,660.00 | \$4,350.00 | \$5,220.00 |
| Overtime Charges Exhibitors may request rigging services on weekends, holidays or outside the package service hours (Monday-Friday 8AM – 5PM). In this case, an Overtime Charge must be added for each rigging package ordered. | | \$458.00 | |

Custom Rigging & Lighting Solutions

The MCCA/JCALPRO also offers customized rigging and lighting solutions for Exhibitors with more complex or unique requirements. This option is best suited for Exhibitors with larger signs, multiple signs, and/or overhead lighting needs.

Custom Rigging and Lighting Solutions still require flexibility in load in and load out time. If you require a specific load in or load out day and/or time, hourly rates may apply (see Terms and Conditions – Page 15).

Custom Rigging & Lighting solutions may only be ordered with a pre-arranged quote.

Please contact JCALPRO at 1.617.954.2345 to initiate this process. Quotes will be issued in an easy-to-order format, and will typically include a base Rigging Package for labor charges and some combination of the following items as necessary.

| CUSTOM RIGGING SOLUTIONS | DISCOUNT | STANDARD | ON-SITE |
|--|----------|----------|----------|
| Truss A truss is an aluminum structure used to create a lower “ceiling” to hang lighting or other suspended items. Additional lengths available as needed. | | | |
| Truss 5’ Section – Silver 12”x12” Box | \$35.00 | \$45.00 | \$50.00 |
| Truss 8’ Section – Silver 12”x12” Box | \$55.00 | \$70.00 | \$85.00 |
| Truss 10’ Section – Silver 12”x12” Box | \$70.00 | \$85.00 | \$105.00 |
| Truss 5’ Section – Black 12”x12” Box | \$45.00 | \$55.00 | \$65.00 |
| Truss 8’ Section – Black 12”x12” Box | \$70.00 | \$85.00 | \$105.00 |
| Truss 10’ Section – Black 12”x12” Box | \$90.00 | \$110.00 | \$130.00 |
| Truss 5’ Section – Silver 20.5”x20.5” Box | \$60.00 | \$70.00 | \$85.00 |
| Truss 8’ Section – Silver 20.5”x20.5” Box | \$95.00 | \$110.00 | \$130.00 |
| Truss 10’ Section – Silver 20.5”x20.5” Box | \$115.00 | \$140.00 | \$165.00 |
| Corner Block A corner block is an aluminum piece that attaches to truss to create a right angle. | | | |
| Corner Block – Silver 12”x12” Box | \$65.00 | \$75.00 | \$95.00 |
| Corner Block – Black 12”x12” Box | \$85.00 | \$100.00 | \$120.00 |
| Corner Block – Silver 20.5”x20.5” Box | \$90.00 | \$110.00 | \$130.00 |
| Base Plate A base plate is used as a stand for ground supported truss or poles. | | | |
| Base Plate | \$45.00 | \$55.00 | \$65.00 |
| Rotator A rotator is a motor used to rotate a hanging sign. | | | |
| Rotator | \$190.00 | \$230.00 | \$280.00 |
| Motor A motor is a motorized hoist that is rigged to the ceiling and attached to truss to achieve a desired height. Motors are also used to safely suspend heavier items that cannot be supported by cables alone. Motors are available in ¼ ton, ½ ton, and 1 ton capacities. | | | |
| Motor | \$190.00 | \$230.00 | \$280.00 |

| | | | |
|--|---------|---------|---------|
| Cheeseboro - Silver A cheeseboro is a clamp used to attach two pieces of truss or pipe together. | \$7.00 | \$8.00 | \$10.00 |
| Cheeseboro - Black A cheeseboro is a clamp used to attach two pieces of truss or pipe together. | \$10.00 | \$15.00 | \$15.00 |
| Grapple A grapple is a connector that allows you to make a 90 degree connection between trusses. | \$13.00 | \$16.00 | \$20.00 |

| CUSTOM LIGHTING SOLUTIONS Lighting kits include a combination of Lekos, and Source 4 Pars based on layout and design requirements. Price includes fixtures, fixture accessories and all necessary cables. Dimmer/control and labor are not included and must be ordered separately. Special Orders for larger kits including moving lights and LEDs are available upon request. | DISCOUNT | STANDARD | ON-SITE |
|---|----------|----------|------------|
| Small Lighting Kit (4-6 lights). Requires truss and motors | \$235.00 | \$290.00 | \$340.00 |
| Medium Lighting Kit (7-11 lights) Requires truss and motors | \$415.00 | \$505.00 | \$600.00 |
| Large Lighting Kit (12-15 lights) Requires truss and motors | \$580.00 | \$695.00 | \$835.00 |
| X-Large Lighting Kit (16-20 lights) Requires truss and motors | \$710.00 | \$850.00 | \$1,020.00 |

| DIMMER RACKS & LIGHTING CONTROLS These items are optional with small lighting kits, but mandatory with larger lighting kits. The dimmer rack is a large “outlet” that all lights plug into to create a central control location. A dimmer rack, depending upon size, can be placed in a booth or attached to the truss and kept in the air. The lighting console/control plugs into the dimmer rack to dim or control individual lights, groups of lights, or all lights at once. Electrical service is not included and must be ordered separately. | DISCOUNT | STANDARD | ON-SITE |
|---|----------|----------|----------|
| Dimmer Control 1.2 x 4 | \$105.00 | \$125.00 | \$150.00 |
| Dimmer Control 2.4 x 12 | \$190.00 | \$230.00 | \$280.00 |
| Dimmer Control 2.4 x 24 | \$410.00 | \$495.00 | \$595.00 |

Terms & Conditions

- JCALPRO is the exclusive rigging vendor at the Hynes Convention Center if a sign requires a motor, electrical rigging, and/or truss, otherwise, the exhibitor may hire the general service contractor to hang signage.
- If an Exhibitor requires specific load-in/load-out dates and/or times, then a base rigging package may not be applicable. In this case, a special quote for required crew and lift equipment will be prepared using the following hourly labor and weekly lift rental rates:

| HOURLY LABOR ITEMS | MON-FRI 7AM-5PM (EXCEPT HOLIDAYS) | WEEKENDS & HOLIDAYS 7AM-5PM MON-FRI 5PM-12AM | WEEKENDS AFTER 5PM EVERYDAY 12AM-7AM |
|--------------------|-----------------------------------|--|--------------------------------------|
| Crew Chief | \$127.00 | \$190.50 | \$254.00 |
| Head Rigger | \$127.00 | \$190.50 | \$254.00 |
| Rigger | \$111.00 | \$166.50 | \$222.00 |
| Dept Head | \$98.00 | \$147.00 | \$196.00 |
| Stagehand | \$90.00 | \$135.00 | \$180.00 |

| WEEKLY LIFT RENTAL ITEMS | RATE |
|--------------------------|------------|
| 24'- 32' Scissor Lift | \$935.00 |
| 40'- 45' Boom Lift | \$1,350.00 |
| 60' Boom Lift | \$1,870.00 |

- All rigging must conform to the rules, regulations, and facility limitations of the MCCA and any show management regulations.
- All equipment, signs, products, etc. must be designed to suspend safely. Care must be taken to use only rated rigging hardware when designing, constructing or purchasing such items. Any equipment, signs, products etc. deemed to be unsafe for overhead suspension by MCCA/JCALPRO will be substituted or denied.
- The use of any type of tape/adhesive for attaching signs, banners, or decorations to the building walls or decorative surfaces is not permitted.
- All assembly of equipment, signs, products necessary prior to hanging, etc., will be the responsibility of the Exhibitor.
- Failure by Exhibitor to submit accurate diagrams prior to load-in will delay set-up and could incur additional cost.

FREQUENTLY ASKED QUESTIONS

How do I know if I qualify for the Basic Rigging Package Rate?

Find out the dimensions and weight of your sign. If your sign weighs less than 150 pounds and is less than 20' in length and less than 175 square feet and does not require electrical rigging, truss, or motors, you will qualify for the Basic Rigging Package. If your sign is motorized or needs electrical rigging (for example a rotating sign or a sign with lights), you qualify for the Electrical Rigging Package.

Can I order lighting to be suspended from the ceiling?

If you would like to order lights to brighten up your booth or illuminate specific objects, you will need to get a *quote* from JCALPRO. In most cases, lights cannot be attached to our ceilings. Instead we can provide you with truss, using motors, to create a lower "ceiling" and then hang lights from that truss. We will require a diagram showing your booth layout and exactly what you want illuminated in order to put together a quote.

Do I ship my sign to you to put it together?

No. Although JCALPRO provides labor to hang the sign, the General Service Contractor (GSC) handles all shipments. You may build your sign or hire the GSC to put it together for you. When the sign has arrived at the building and has been assembled, we will hang it for you. Be sure to keep this in mind when making your time and day requests for sign hanging.

Can I request load in and load out times?

Yes, the Rigging Order Form has a space for you to indicate your preferred up and down times. Please note that your preferred timing is not guaranteed; however, we do try our best to cater to your requests. If you absolutely need a specific install or take down time, additional charges will apply. If you do not provide a diagram or layout prior to load-in, then you may experience set-up delays and additional cost.

What type of diagrams should I send?

The most useful diagrams are on a proportioned grid to show the dimensions of the booth, the exact desired placement of hanging items, and orientation of the booths around yours. As a general rule, pictures from previous shows and pictures of the sign only are not as helpful as current diagrams of the entire booth space with the placement, height, and weight of the sign(s) or hanging item(s).



**Exhibitor Order Form
Rigging Services**

Effective January 1, 2024

By submitting this order form, Exhibitor acknowledges and accepts all Policies, Terms & Conditions for service as set forth in the MCCA Exhibitor Ordering Guide available at <https://www.signatureboston.com/exhibit/exhibitor-services>.
To qualify for discount rate, request and payment must be received 21 days prior to show/event opening.

Incomplete information will delay processing.

| | | | | |
|------------------------|-------|--------------------|------|----------|
| Event or Show: | | Booth no. (s) | | |
| Event or show date(s): | | Exhibiting firm: | | |
| Billing address: | City: | State: | Zip: | Country: |
| Phone: | | Email: | | |
| Ordered by/title: | | Show site contact: | | |
| Date: | | Contact phone: | | |

ITEM DESCRIPTION & INFORMATION

**Description of Item (Sign, Banner, Truss, etc.)

| | | | |
|---|-------|--|---|
| Quantity: | Size: | Weight: | Height desired from floor to top of suspended item: |
| Do any items require Electrical service (circle one)? yes no | | Indicate Service Ordered on Electrical Form: | |
| Date When Your Item Will Be Ready for Hanging: | | Preferred Move-Out Date: | |

PACKAGE RIGGING SOLUTIONS

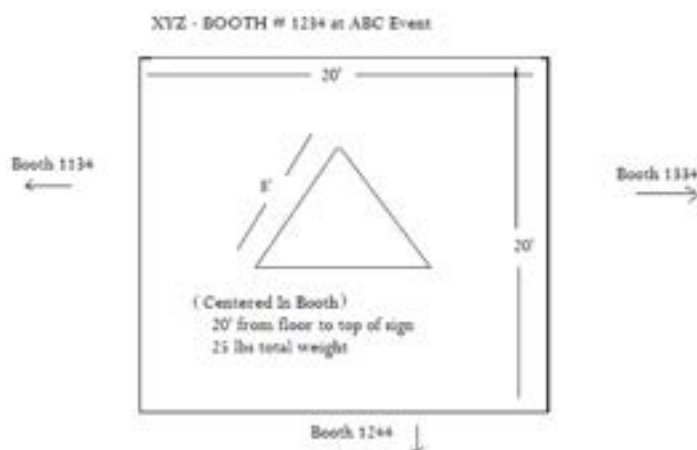
| Service Description | QTY | Discount Rate | Standard Rate | Total Due: \$ |
|--|-----|---------------|---------------|---------------|
| Basic Rigging Package (Per Sign/Banner) | | \$2,005.00 | \$2,505.00 | |
| Electrical Rigging Package (Per Sign/Banner) | | \$2,300.00 | \$2,875.00 | |
| Cable Bridge Package | | \$3,660.00 | \$4,350.00 | |

CUSTOM RIGGING SOLUTIONS - RIGGING EQUIPMENT RENTAL (REQUIRES QUOTE*)

*For any of the services below, please contact JCALPRO at 617.954.2345.

| Equipment Description | QTY | Discount Rate | Standard Rate | Total Due: \$ |
|--------------------------------|--------------------------|---------------|---------------|---------------|
| Silver 12" x 12" Box Truss | 5' Section | | \$35.00 | \$45.00 |
| | 8' Section | | \$55.00 | \$70.00 |
| | 10' Section | | \$70.00 | \$85.00 |
| Black 12" x 12" Box Truss | 5' Section | | \$45.00 | \$55.00 |
| | 8' Section | | \$70.00 | \$85.00 |
| | 10' Section | | \$90.00 | \$110.00 |
| Silver 20.5" x 20.5" Box Truss | 5' Section | | \$60.00 | \$70.00 |
| | 8' Section | | \$95.00 | \$110.00 |
| | 10' Section | | \$115.00 | \$140.00 |
| Corner Block | Silver 12" x 12" box | | \$65.00 | \$75.00 |
| | Black 12" x 12" box | | \$85.00 | \$100.00 |
| | Silver 20.5" x 20.5" box | | \$90.00 | \$110.00 |
| Base Plate | | \$45.00 | \$55.00 | |
| Rotator | | \$190.00 | \$230.00 | |
| Motor | | \$190.00 | \$230.00 | |
| Cheeseboro - Silver | | \$7.00 | \$8.00 | |
| Cheeseboro - Black | | \$10.00 | \$15.00 | |
| Grapple | | \$15.00 | \$15.00 | |

| CUSTOM LIGHTING SOLUTIONS – LIGHTING EQUIPMENT RENTAL (REQUIRES QUOTE*) | | | | |
|---|-----|---------------|---------------|---------------|
| *For any of the services below, please contact JCALPRO at 617.954.2345. | | | | |
| Lighting Kits | QTY | Discount Rate | Standard Rate | Total Due: \$ |
| Small Lighting Kit | | \$235.00 | \$290.00 | |
| Medium Lighting Kit | | \$415.00 | \$505.00 | |
| Large Lighting Kit | | \$580.00 | \$695.00 | |
| X-Large Lighting Kit | | \$710.00 | \$850.00 | |
| Dimmer Racks & Lighting Controls | QTY | Discount Rate | Standard Rate | Total Due: \$ |
| Dimmer Control 1.2 x 4 | | \$105.00 | \$125.00 | |
| Dimmer Control 2.4 x 12 | | \$190.00 | \$230.00 | |
| Dimmer Control 2.4 x 24 | | \$410.00 | \$495.00 | |
| Total Due: \$ | | | | |



We require diagrams and booth layouts for all rigging and lighting orders. See sample on left.

SIGNATURE _____

To pay with a Discover, MasterCard, Visa or American Express, you may order online at www.signatureboston.com.
To pay with a check, send a check payable to Massachusetts Convention Center Authority and this form to:

EXHIBITOR SERVICE CENTER | MASSACHUSETTS CONVENTION CENTER AUTHORITY | 415 SUMMER STREET | BOSTON, MASSACHUSETTS 02210
617.954.2230 EXHIBITORSERVICES@SIGNATUREBOSTON.COM TAX ID# : 042768982

| FOR MCCA USE ONLY | | | |
|-------------------|--------------|---------------|------------------------|
| Date Received: | Received by: | Check Number: | Discover/MC/Visa/Amex: |