



NAME OF SHOW: **2024 SHOT Show - Venetian Expo / January 23-26, 2024**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

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

HANGING SIGN LABOR

INSTRUCTIONS

- 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 or advance pricing.
- All ceiling rigging must conform to show management rules and regulations and facility limitations.
- All electrical hanging signs must be assembled and installed by Venetian Expo. Please order hanging sign services through Venetian Expo.
- All non-electrical overhead hanging must be assembled, installed, and removed by Freeman.
- Set up instructions must be provided for signs needing assembly.
- All hanging hardware must be shouldered, forged, stamped, and rated for overhead lifting. This hardware must be sourced domestically. Freeman will inspect and replace all non-compliant hardware. All additional hardware will be charged accordingly.
- Electrical signs must be in working order and in accordance with the National Electrical Code. Electrical service requirements must be ordered in advance through Venetian Expo.
- If any hanging element is over 200 lbs., please order hanging sign services through Venetian Expo.

SUPERVISION

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

If Freeman will not be supervising, please provide the contact information for the onsite supervisor:

Name: _____
 Phone Number: _____
 Email: _____

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.

PLEASE NOTE:

- Freeman will begin to assemble and hang the signs as soon as the hall is accessible as long as the order and the sign are received by the appropriate deadline dates.
- In the event the order and sign are not received by the deadline date, Standard Prices will apply and the sign will be hung when the equipment and labor become available.

EQUIPMENT AND LABOR RATES TO HANG SIGNS

Equipment With Crew

- Standard Prices will apply to all orders placed after **DECEMBER 19, 2023**.
- Standard Prices will apply to all hanging sign orders placed at show site.
- Rates are per lift and crew per hour.
- Boom with crew consists of boom, operator and rigger.
- 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.
- Assembly and Ground Labor is an additional charge.
- One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments.
- Freeman components (cable, clamps, etc.) will be used to install all hanging signs and charged accordingly.
- Straight time cannot be guaranteed.

	Discount Price	Standard Price
Boom Lift With Crew		
Discount Price	\$737.50	\$1,032.50
Additional Crew/Assembly Labor (Per person / Per hour)		
Discount Price	\$147.50	\$206.50

Rates are blended to include any overtime to accomplish the hanging of all signs in a timely manner prior to the opening of the show.

Installation Estimate

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

Dismantle Estimate

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

STRUCTURAL INTEGRITY STATEMENT MUST ACCOMPANY ORDER