



National Production Services Inc.

www.4riggers.com www.rigginginfo.com

1-888-4RIGGERS

Online Request Form: www.4riggers.com

REQUISTION FOR EXHIBIT RIGGING LABOR

National Production Services, Inc is the exclusive in-house rigging contractor for the Hotel. The Hotel Management is very concerned with the safety and welfare of its customers and guests, as well as the safety and structural integrity of the Hotel meeting space.

National Production Services, Inc is responsible for the approval of equipment and design for all rigging systems within the Hotel. We are also responsible for installation and dismantling of all rigging systems and suspended production elements within the Hotels' ballroom ceilings. This includes, but is not limited to all signage, banners, headers, lighting trusses, scenic elements and audio components. All suspended items must conform to any show management regulations and rules. Please give us specifics regarding your exhibit or send drawings via email or fax to the contact information below. Please let us now who your I&D company contact is. NPS is not responsible for assembly of the items to be suspended.

A scissor lift or a boom lift is necessary for rigging at the Hotel. Lifts may be rented from National Production Services, Inc.

Please visit our website www.rigginginfo.com for venue specific rigging rates and regulations. Changes to crew call times will result in additional charges of time and a half unless notification is received in writing at least twenty-four (24) hours prior to requested services. Cancellation of any scheduled service will result in a four-hour minimum per man scheduled unless notification in writing of cancellation is received no later than twenty-four (24) hours prior to requested services.

PLEASE EMAIL OR FAX COMPLETED FORMS FOR CONFIRMATION

214-658-9702 OR Terry@rigginginfo.com