

**Exhibit Rigging Order Form**

EVENT NAME:		EVENT DATES:	
FACILITY: Austin Convention Center		BOOTH NAME & NUMBER:	
EXHIBIT COMPANY:		ADDRESS:	
CONTACT:	PHONE:	E-MAIL:	
ON-SITE CONTACT:	PHONE:	E-MAIL:	
RIGGING INSTALLATION	DATE:	TIME:	
ADDITIONAL INSTALLATION DAYS	DATE:	TIME:	
RIGGING DISMANTLE	DATE:	TIME:	

Freeman Event Technologies is exclusive of attachment to the Facility of chain hoist(s), required lift(s), and the necessary labor to install and hang equipment or signs weighing 250 lbs. or more. Exclusivities also include those suspended items which require the use of a chain hoist at the Austin Convention Center from the motor up.

DESCRIPTION/DIMENSIONS OF MATERIAL AND EQUIPMENT TO BE RIGGED:

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TOTAL NUMBER OF POINTS :	SIGN WEIGHT:	EXPECTED MAX WEIGHT OF POINTS:
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[PLEASE RETURN FORMS TO accdrigging@freemanco.com](mailto:accdrigging@freemanco.com)

REQUESTED BY:

PRINT NAME	SIGNATURE	DATE
<b>Billing Info (This MUST be filled out completely if different from above)</b>		
<b>In an effort to maximize the security of customer transactions, a Freeman Event Technology Representative will reach out to arrange payment.</b>		
CONTACT:		
COMPANY:		
BILLING ADDRESS:		
CITY/STATE/ZIP:		
EMAIL:		
PHONE:		
FAX:		