



NFMT & Smart Building Innovations

Baltimore Convention Center - Baltimore, Maryland

March 20 - 22, 2018

Event Code: M103040318

Connect With Us! email baltimore@shepardes.com
phone (410) 737-9270
fax (410) 737-9274
mail 7079 Oakland Mills Rd, Columbia, MD 21046

Hanging Sign & Overhead Rigging

Discount Deadline **Tuesday, February 27, 2018**

Order with complete Payment Authorization must be received before Discount Deadline date to receive discounted pricing.

Labor Hours

ST - Straight time: Monday-Friday, 8:00 AM - 4:30 PM
OT - Overtime: Monday-Friday, 4:30 PM - Midnight; Saturday/Sunday, 8:00 AM - 5:00 PM
DT - Double-time: All other hours and holidays

Order Early! SES will process requests for rigging in the order they are received and will make all attempts to honor requested start times.

Step One: Tell Us About Your Sign Type: Cloth Wood Truss Metal Other
Shape: Square Triangle Rectangle Circle Other
Size: Height _____ Width _____ Length _____ Weight _____

Step Two: Order Assembly and Disassembly Labor. Shepard Certified Riggers are required to assemble all hanging signs to ensure structural integrity

Sign Assembly Labor

Code	Item	Est Total Man Hours	Discount	Regular	Est Amount
69150	ST		107.50	139.75	\$
69151	OT		161.25	209.65	\$
69152	DT		218.75	284.40	\$

Please indicate who will be supervising ASSEMBLY:

Shepard Supervision 68069 Exhibitor Supervised

**Supervisory fee is 30% of total cost or \$60, whichever is greater.

Exhibitor Contact _____

Date of Assembly _____ Start Time _____

Should hanging sign or supervision not be present at time the crew arrives a 1 Hour Crew Minimum charge will be applied.

Sign Disassembly Labor

Code	Item	Est Total Man Hours	Discount	Regular	Est Amount
69153	ST		107.50	139.75	\$
69154	OT		161.25	209.65	\$
69155	DT		218.75	284.40	\$

Please indicate who will be supervising DISASSEMBLY:

Shepard Supervision 68073 Exhibitor Supervised

**Supervisory fee is 30% of total cost or \$60, whichever is greater.

Exhibitor Contact _____

Date of Disassembly _____ Start Time _____

Step Three: Order Overhead Rigging Crew Rates are per lift and crew (up to 3 riggers) per hour. One hour minimum per lift/crew - lift/crew thereafter is charged in 1/2 increments.

Rigging Installation

Code	Est Total Hours	Discount	Regular	Est Amount
69156		633.75	823.90	\$

Rigging Removal

Code	Est Total Hours	Discount	Regular	Est Amount
69157		633.75	823.90	\$

Date of Install _____ Start Time _____

Date of Removal _____ Start Time _____

*If additional crew or Labor is needed, additional charges may apply.

Additional charges may be applied by Shepard due to regulations at the facility, weight limits, union jurisdictions, facility contracts, and in house providers. Including but not limited to: spanner truss for load points, additional labor for power and/or lighting specifics, additional materials, facility pick point ceiling fees, facility and/or in house exclusive labor charges, etc.

Additional charges will apply for additional supplies required to ensure structural integrity of overhead sign.

Signature indicates you read and accept the Payment Policy and Terms & Conditions.

No refunds or exchanges once item has been delivered to your booth.

Cancellations must be received in writing within 48 hours of 1st day of exhibitor move in.

Total Overhead Rigging: \$ _____
NA Tax*: \$ _____
Amount Due: \$ _____

Company Name: _____ Booth # _____

Contact Name

Contact Email Address



Card Holder Signature



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Black (06) Silver(15)

Truss*

Code	QTY	Item	Discount	Regular	Amount
69094		12" Silver Box Truss (Per FT)	20.60	26.80	
69094		12" Black Box Truss (Per FT)	20.60	26.80	
69038		12" Silver Corner Block	77.25	100.45	
69038		12" Black Corner Block	77.25	100.45	
70067		Design Fee (Hourly)	128.75	167.40	

*If you are ordering truss, you also need to order motors!

Truss Details

(Quantity & Size) _____

Motors

Code	QTY	Item	Discount	Regular	Amount
69017		One Ton Hoist/Chain Motor	437.75	569.10	
69016		Half Ton Hoist/Chain Motor	386.25	502.15	
69101		1/4 Ton Hoist/Chain Motor	231.75	301.30	
69019		Rotating Motor 500 LB Limit	412.00	535.6	
69020		Rotating Motor 200 LB Limit	231.75	301.30	

Rotate Clockwise (right)

Rotate Counterclockwise (left)

Include the following items with your Truss and Motor Order:

- Hanging Sign Instructions
- Sign/Hanging Diagram
- Placement Grid
- Overhead Rigging Labor Order

Additional Equipment and Supplies may be ordered and will be available onsite to use as needed to ensure structural integrity of the sign.

Signature indicates you read and accept the Payment Policy and Terms & Conditions.

No refunds or exchanges once item has been delivered to your booth.

Cancellations must be received in writing within 48 hours of 1st day of exhibitor move in.

Rental items found and in use in your booth are subject to "Regular" pricing.

Company Name: _____

Total Rigging Equipment: \$ _____

6.000% Tax*: \$ _____

Amount Due: \$ _____

Booth # _____

Contact Name

Contact Email Address

Please Sign



Card Holder Signature

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Overhead Rigging
Equipment

For more information, to request a design/scaled plot, or to place additional orders please contact Shepard's Customer Service Department at:

baltimore@shepardes.com