

# Hall rigging ratecard

Valid from 1<sup>st</sup> January - 31<sup>st</sup> December 2020

Return at least 14 days before tenancy commences. Orders received after this date will be subject to a 20% surcharge.

All orders for rigging must follow the required guidelines and be submitted with a clear precise rigging plan at the time of ordering.

Any changes required due to incorrect rigging plans will be subject to a surcharge.

All rigging plans must show the location of each rigging point in relation to the stand using metric measurements.

All rigging must be within the perimeter of the stand.

The stand orientation must be detailed by showing the location of the main entrance and by the stands on other neighbouring three sides.

Please read all Notes on page 2. - "Glossary / Guidelines"

**It is in your interest to read this document thoroughly as this will help to avoid confusion at a later date.**

Event name:

Stand number:

**All rates are based on a one week period only.**

Quantity	Description	Unit price	Total
	Drop wires Drop wires (any length) static load only up to 50kgs (Drop wires should not be used for the attachment of manual chain hoists)	£142.00	
	Catenary wires Catenary wires are made from 10mm steel wire rope (Price per linear metre)	£21.00	
	Lifting points House point (to be used for the attachment of hoists) Electric motors/manual chain hoists (There is a charge for clients own hoists to be connected to the venues house points)	£267.00 P.O.A	
	Pvc/fabric banners (other types of banner P.O.A) B01 - Banners up to 2.5m wide (inc. 2 wires,tube & labour) B02 - Banners 2.5m up to 6m wide (inc. 3 wires, tube & labour) B03 - Lightweight unusual shaped banner - I.e. Cube/ Circle, 2m wide max, static load up to 60kgs. (Inc 4 wires, labour) Banner frame must be supplied by client A full rigging service is available on request	£386.00 £546.00 £796.00	

Please note House point/Drop wire orders do not include hoisting & fixing.

Prices for hoisting & fixing can be provided on request

SUB TOTAL  
(excluding VAT)

£

**Full payment is required on order confirmation**

TOTAL  
(including VAT)

£

## Glossary/guidelines

### Drop wires

Drop wires should only be used to suspend light weight static loads, e.g. banners/ simple light weight structures. 6mm steel wire rope including a bullet end connection. Any length. Static load only up to a max of 50kg. Not to be used as a lifting point i.e. chain hoists may not be suspended from drop wires. Ordering of a drop wire does not include a hoisting and fixing service, this must be ordered separately. (see below)

### Lifting points

All lifting points are assembled using accessories capable of supporting a load of 5KN. Allowable loading per point needs to be checked prior to tenancy as point loading is location dependant within the venue. Ordering of a lifting point does not include the supply of a lifting hoist. This must be ordered separately (see below). There is a charge for connecting clients own chain hoists to the venue. Lifting points that require spreader beams will be charged as two lifting points. The spreader truss beams used to facilitate the lifting points is not charged for.

### Banner rigging

For all PVC/FABRIC BANNERS. PVC banners should be produced with a 75mm pocket at the top and bottom. Up to 2500mm wide (inc 2 wires and tube) is one price. ("B01") and 2551mm -6000mm wide is another ("B02") Banners wider than 6m, box banners or unusual shapes / material will be priced upon application.

Banners must be delivered by the deadline. See below for dates. This date is set before the first day of tenancy to allow us to rig the banner/s before anyone arrives. If banners do not get delivered before this date then a hoist and fix charge will apply (see below).

Banners will be rigged to your plan. Make sure you have included all the correct information as any on site banner moves/ banner shuffles will be charged.

### Truss

Our most commonly used truss is Thomas 305 super truss. This is charged out at per metre. We do have other sizes of truss in stock, prices upon application.

### Catenary wires

Our catenary wires are made from 10mm steel wire. Make sure that your snap hooks fit this dimension. Catenary wires are charged at a per meter rate, and are calculated to the next termination beam.

### Electric chain hoist including control equipment

Our hoists will not usually be installed before the first day of tenancy. Electrical chain hoist load redundancy can be taken into consideration on an individual hoist basis. If the point load on the hoist is less than 50% of the WLL of the hoist including an allowance for dynamic load, then a secondary suspension will not be required.

## Glossary/guidelines continued

### Hoist and fix charge

This service is used if you require us to hoist and fix your structure / banner for you (so that you do not have to hire in plant, lifting equipment and rigging personnel yourselves).

It includes our use of labour, machinery, and time. (A labour charge will be added separately if the nature of the design / job is complex). You must state a time and date when ordering to avoid delays. As you can appreciate that the exhibition floor gets busy during build up and that access gets quite restricted. You do not need to order this service if you have ordered banner rigging and that your banner is delivered by the banner deadline. This service does not include any de rigging service as this needs to be ordered separately (see below).

### De-rig service

As above but in reverse. We cannot guarantee a time for the de-rigging and lowering of your structure / banner. This will not happen on the first night of breakdown unless prior agreement with the rigging manager, the show organiser, the venue health and safety officer and the event manager. This is because of the usual level of high exhibitor activity on the first night of breakdown.

### Plant hire

ExCeL London does not sub hire out plant or act as a third party agency for plant hire.

### Labour

It is sometimes necessary to charge a labour fee for non-rate card services.

### Surcharge

A surcharge of 20% is charged on all orders placed after 14 days before the start of tenancy. This is stated in all show manuals.

This is in place so that it gives us time to collate all orders and information in time. This ensures that we have enough equipment / time / labour to fulfil your order. There is a 50% cancellation fee if cancelled after 14 days prior to first day of tenancy.

**\*It is in your interest to read this document thoroughly as this will help to avoid confusion at a later date.**

Please note that you will only receive the service that you have paid for.  
Any additional work required on site will have to be paid for by credit card.