



# PRODUCTION RIGGING CONTRACT



1010 Vermont Ave, NW  
 Ste 714  
 Washington, DC 20005  
 202-249-3607 | 202-249-3606 FAX  
 info@glpproductions.com  
[www.glpproductions.com](http://www.glpproductions.com)

**Signature on last page (Terms & Conditions) is required. Full payment for services ordered and retainer credit card must be remitted to process this contract. Fed ID # 54-1104167 2016-2017**

**\*\*\*\*\* PAYMENT MUST BE RECEIVED 7 DAYS BEFORE EVENT BEGINS  
 TRUSS / MOTORIZED HOIST /**

Event Name:		Event Dates:	
Company Name		Job #	
<b>Credit Card Billing Address (exact address for credit card)</b>			
City / State / Zip		Card Security #	
Credit Card No		Exp Date	
VISA <input type="checkbox"/>	MC <input type="checkbox"/>	AMEX <input type="checkbox"/>	Cardholder Name (Please Print)
Phone		Fax	Email

Description Of Service	Quantity	Incentive	Base	Total Price
<b>TRUSS PARTS</b>				
10X12X12 Truss		85.00	95.00	
Corner Blocks		75.00	85.00	
<b>CHAIN MOTOR up to 1 Ton</b>				
10x20x20 Truss		90.00	110.00	
Rigging Hardware Charge to be determined				
<b>RIGGING POINTS</b> Per Point		100.00	125.00	
<b>Boom Lifts – all Boom Lifts are Based on One week</b>		1,500.00 45ft Boom	2,100.00 60ftBoom	
<b>Subtotal of Charges</b>				

## RIGGING LABOR

Labor Request Section: **4 Hour Minimum per Man**  
**See Terms and Conditions Section for Labor/Lift Rates**

Installation Day/Date	No. Riggers	No. Riggers	Dismantle Day/Date	No. Riggers	No. Riggers
M			M		
T			T		
W			W		
Th			Th		
F			F		
Sa			Sa		
Su			Su		

# TERMS AND CONDITIONS

*Must be signed in order for Rigging Services to be scheduled*

## RIGGING LABOR

1. \$109.00 per hour during Straight Time: 8am-5pm M-F
2. \$163.50 per hour during Premium Time: After 8hrs and Weekends, & Holidays
3. A four (4) hour minimum per labor call applies.

## RIGGING JURISDICTION

1. Rigging includes all motorized rigging-to-building structures.
2. All Production rigging must provide a floor plan for approval by GLP
3. GLP chain motors are the preferred Electro Mechanical Chain Hoist to be used in the Walter E. Washington Convention Center. If a client wants to use their own chain motors the following procedures must be adhered to.
  - a. Clients chain motors must be shipped directly to GLP Shop no less than 10 days prior to the install date.
  - b. An inspection charge of \$200.00 per chain motor must be paid by the client to GLP.
  - c. Make arrangement for shipping from GLP shop to the Walter E Washington Convention Center.
  - d. A separate point fee of \$100.00 per motor for rigging hardware attachment fee must be paid by the client to GLP.
4. All labor for rigging-to-building structures will be provided by GLP including Lighting, Audio, and Video
5. No other Contractor or Persons may attach motorized equipment for rigging to building. GLP is not responsible for any loss or damage resulting from any other Contractor or Person attaching motorized equipment to the building.
6. Failure to start labor as scheduled due to any delays with client-owned equipment will result in the hourly charges per man per hour of delay.
7. A four (4) hour minimum applies per rigging labor call.

## SPECIAL EQUIPMENT/ ONSITE ORDERS

8. Special Equipment orders require 30 days notice prior to move-in.
9. Onsite orders increase 50%

## GLP MATERIALS

10. All materials and equipment furnished by GLP shall remain the property of GLP and shall be removed only by GLP at the close of the show.

## ESTIMATES / REVISIONS

11. Estimate requests are encouraged for budgeting purposes. Requests must be received 30 days in advance before move in begins in order to prevent delays in processing. Estimate requests are subject to a minimum of one hour labor per revision.
12. Reductions made to an existing order are subject to a 10% surcharge.

## SHOP PREP FEES

13. All Productions with Extensive Rigging Plots will incur a Shop Layout fee to prep equipment. This fee will be based on 4hrs of Rigger Rate.

## CANCELLATIONS

- *Prior to event:* The Production will be charged 20% of services ordered.
- *At Show Site:* The Production will be charged 50% of services ordered.
- *Once services are installed:* The Production will be charged 100% of all services rendered.

## THIRD PARTY PAYMENT

14. The Production firm acknowledges the responsibility for any additional charges in the event a third party named does not make payment. All balances must be settled prior to the event closing.

## DISCONNECTION / INTERRUPTION OF SERVICES

15. All services will be disconnected and/or shut-off at the conclusion of the show unless advance notice given by the Production *and* acknowledged by GLP.
16. The Production may have services discontinued if payment has not been rendered in full at the beginning of the event.

## DELAYS

17. In the event the completion of work is prevented or delayed due to damage or destruction of the building, fire, accident, vandalism, earth movement, hurricane, tornado, windstorm, theft, labor strikes, warfare, material shortage, delay of any governmental agency in issuing any required permit or certificate, or in performing inspections, litigation, or any act of God, GLP is due payment for all executed work, labor, and materials.

## TIPPING

18. Tipping is not permitted to GLP employees. All payments must be made to GLP Management.

## INDEMNITY

19. The Production and Show General Contractor will indemnify GLP Inc for any and all work related claims, accidents, losses, and damage.

## Authorized Signature:

I agree that I am an Authorized Representative on behalf of the Exhibitor and I accept GLPs payment policies and terms of contract.

---

Print Name: Signature:

Company Name