

Emerald City Comic Con
Washington State Convention Center
March 14 - 17, 2019

ATTENTION: IMPORTANT RIGGING INFORMATION (HANGING SIGNS / TRUSS)

Rigging Defined

The term "rigging" refers to the overhead suspension of objects from any portion of the physical building. All ground-supported Truss exceeding the height of 12" will also require approval.

Exhibitor Guidelines

All exhibitors that require rigging services must submit rigging plans to GES for review and approval at least **45 days** prior to the first day of move-in.

DOCUMENTS/INFORMATION REQUIRED FOR SUBMISSION

In order for your rigging request to be approved, you will need to provide the following information:

- Form H-2: Hanging Sign / Truss Labor Order Form (all information MUST be filled out)
- Line drawing of the hanging sign or truss structure
- Top view floor plan which shows placement within your booth line

All paperwork will need to be submitted to the contact below via fax, email or mail:

Rel Minucciani
Global Experience Specialists, Inc. (GES)
4060 Lind Avenue SW
Renton, WA 98057
Phone: (425) 873-3141
Fax: (425) 251-9878
Email: rminucciani@ges.com