



**Truss, Hoists, Lighting,
Aerial Equipment,
Suspended Video Walls,
Electrical Service and
Labor Questionnaire**



Information supplied on this questionnaire will be used to schedule Aerial Equipment (boom and scissors lifts) labor and installation of overhead electrical service requirements. Labor and aerial information are required daily.

**NOTE: Scaled truss drawings with locations, hoists and pick points loads are required.
Scaled overhead electrical service drawings showing drop locations are required.
Drawings need to indicate client name, booth number and be orientated with adjoining
booth numbers or compass points (NSEW) and engineered stamped drawing.**

Type: ☐ Lighting ☐ Video ☐ General ☐ Display House
☐ Sound ☐ Press Release ☐ Exhibitor ☐ I&D

Company: _____ Contact: _____

Address: _____ City: _____ State: _____ Zip: _____

Business Phone: _____ Cell Phone: _____ E-mail: _____

Client Information

Client: _____ Booth Number: _____

OVERHEAD ELECTRICAL SERVICE INFORMATION

Service **Quantity:**

208V/3Phase 100A Standard _____

208V/3Phase 100A 24 Hour _____

208V/3Phase 200A Standard _____

208V/3Phase 200A 24 Hour _____

208V/3Phase 400A Standard _____

208V/3Phase 400A 24 Hour _____

Suspended Video Wall _____ Video Wall Size: _____

TRUSS, HOISTS AND LIGHTING INSTRUMENTS

Truss Manufacture: _____ Number of Hoists: _____ Number of Instruments: _____

Truss Footage: _____ 1/2 Ton: _____ Type of Instruments: _____

Truss Size 12x12: _____ 1 Ton: _____

Truss Size_x_: _____

**NOTE: This questionnaire is not an order form. The information provided is to schedule labor,
aerial equipment and provide locations for Truss, Hoists, Lighting and Electrical Overhead
service drops.**



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COMPANY AND CLIENT INFORMATION

Company: _____

Client: _____ Booth Number: _____

LABOR AND AERIAL EQUIPMENT SCHEDULE INFORMATION

<u>Phase</u>	<u>Day</u>	<u>Date</u>	<u>Starting Time</u>	<u>Labor</u>	<u>Boom Lift</u>	<u>Scissors Lift</u>
Installation	S	<u>1/28/2018</u>	_____	_____	_____	_____
Installation	M	<u>1/29/2018</u>	_____	_____	_____	_____
Installation	T	<u>1/30/2018</u>	_____	_____	_____	_____
Installation	W	<u>1/31/2018</u>	_____	_____	_____	_____
Installation	TH	<u>2/1/2018</u>	_____	_____	_____	_____
Installation	F	<u>2/2/2018</u>	_____	_____	_____	_____
Installation	SA	<u>2/3/2018</u>	_____	_____	_____	_____
Installation	SU	<u>2/4/2018</u>	_____	_____	_____	_____
Installation	M	<u>2/5/2018</u>	_____	_____	_____	_____
Installation	T	<u>2/6/2018</u>	_____	_____	_____	_____
Focus	T	<u>2/6/2018</u>	_____	_____	_____	_____
Focus	W	<u>2/7/2018</u>	_____	_____	_____	_____
Opening (AM)	TH	<u>2/8/2018</u>	_____	_____	_____	_____
Media/Press	TH	<u>2/8/2018</u>	_____	_____	_____	_____
Maintenance	TH	<u>2/8/2018</u>	_____	_____	_____	_____
Media/Press	F	<u>2/9/2018</u>	_____	_____	_____	_____
Charity	F	<u>2/9/2018</u>	_____	_____	_____	_____
Maintenance	F	<u>2/9/2018</u>	_____	_____	_____	_____
Maintenance	SA	<u>2/10/2018</u>	_____	_____	_____	_____
Maintenance	S	<u>2/11/2018</u>	_____	_____	_____	_____
Maintenance	M	<u>2/12/2018</u>	_____	_____	_____	_____
Maintenance	T	<u>2/13/2018</u>	_____	_____	_____	_____
Maintenance	W	<u>2/14/2018</u>	_____	_____	_____	_____
Maintenance	TH	<u>2/15/2018</u>	_____	_____	_____	_____
Maintenance	F	<u>2/16/2018</u>	_____	_____	_____	_____
Maintenance	SA	<u>2/17/2018</u>	_____	_____	_____	_____
Maintenance	SU	<u>2/18/2018</u>	_____	_____	_____	_____
Tear Out	M	<u>2/19/2018</u>	_____	_____	_____	_____
Tear Out	T	<u>2/20/2018</u>	_____	_____	_____	_____
Tear Out	W	<u>2/21/2018</u>	_____	_____	_____	_____
Tear Out	T	<u>2/22/2018</u>	_____	_____	_____	_____