

# RIGGING FORM



Please complete this form in type or block capitals we cannot be held responsible for any mistakes from illegible handwriting.

## ORDER CONTACT DETAILS

Name			Job Title			
Company Name			Contractor	Exhibitor	Agent	
Company Address						
Company City	Postal Code			Country		
Direct No.	Mobile No.					
E-mail (important service information will be sent to this address)						
On-site Contact Name			On-site Contact No.			

## STAND BANNERS (MADE OUT OF VINYL/FABRIC MATERIAL) – INSTALLATION AND REMOVAL CHARGES

Item Description	No. of Points	Standard Rate (01.08.2025 – 30.09.2025)	On-Site Rate (01.10.2025 – 07.11.2025)	Quantity	Total
Banner Length: 1 meter – 3 meters	2	AED 980.00	AED 1,470.00		
Banner Length: 3 meters – 6 meters	3	AED 1,430.00	AED 2,145.00		
Banner Length: 6 meters above	5	AED 2,080.00	AED 3,120.00		
TOTAL COST					
Please specify the size and weight of the banner: <b>Length</b> - ____m <b>Height</b> - ____m <b>Total</b> - ____sqm <b>Side:</b> <u>Single</u>   <u>Double</u> <b>Weight</b> - ____kg					

## STAND BANNER PLANS

- All prices are inclusive of installation and break-down (excludes exposure fee).
- All banner tube must be made of light material such as Vinyl or Fabric and supplied with poles in Vinyl welded or sewn sleeves to the bottom to accommodate 50mm tube.
- All banners submitted must be clear and precise. Banners must be clearly plotted, with metric measurements from each side of the stand
- The precise weight of each individual banner must be submitted in kilograms.
- The stand orientation must be clearly shown in the direction of the main entrance and by the stands or walls on the other three neighbouring sides.
- All flown banners trim six meters from the floor to the bottom of the flown item. Any banners wanting to be above or below six meters need to be approved by the organizers in writing.
- **All stand banners for exhibitions must be within the perimeters of the stand.**

## PRIMARY RIGGING CHARGES

Item Description	Standard Rate (01.08.2025 – 30.09.2025)	On-Site Rate (01.10.2025 – 07.11.2025)	Quantity	Total
Roof Points Only – (250kg max.) <i>Including installation of 3<sup>rd</sup> party equipment</i>	AED 1,500.00	AED 2,000.00		
Roof Points Plus – (250kg max.) <i>UR&amp;E to provide Secondary Rigging</i>	AED 500.00	AED 700.00		
TOTAL COST				
Please specify the exact weight per point: ____ Kg.				
Please specify the total weight of the structure: ____ Kg.				
Please specify the material of the structure: _____				

## SECONDARY RIGGING CHARGES

Item Description	Standard Rate (01.08.2025 – 30.09.2025)	On-Site Rate (01.10.2025 – 07.11.2025)	Quantity	Total
Electric Chain Hoist per unit	AED 1,950.00	AED 2,600.00		
Manual Chain Hoist per unit (max. 4nos. per flown item with max. size of 5m x 5m)	AED 600.00	AED 800.00		
Drop Wire – (30kg max.) Fitted by UR&E	AED 350.00	AED 500.00		
ADDITIONAL EQUIPMENT CHARGES				
Truss per meter	AED 300.00	AED 400.00		
Banner Scaff Pole (48.3mm dia) @ AED 50.00/mtr			Number of meters:	
Others (Please specify) :				
TOTAL COST				

Trade License No. 622418 | TAX Reg No. 100000340800003

UNUSUAL RIGGING & ENGINEERING LLC, a limited liability company with a paid-up share capital of AED 300,000

P.O BOX 283586, Dubai, U.A.E. Tel. +971 4 885-9009 / +971 4 885-4840 Fax: +971 4 885-9008 Email: [dubai@unusualrigging.com](mailto:dubai@unusualrigging.com) Web: [www.unusualrigging.com](http://www.unusualrigging.com) Registered Office:  
FNC Warehouses, Unit 9 Building 6, DIP2, Jebel Ali, United Arab Emirates

# RIGGING FORM



## EXPOSURE FEE

There will be an exposure fee of **US\$100 per sqm per side**, with a **minimum fee of US\$600 per side** in addition to the rigging charges.

Please specify the size and weight of the banner

**Length** - \_\_\_\_m **Height** - \_\_\_\_m **Total** - \_\_\_\_sqm

**Side** : Single | Double | Specify No. of Sides : \_\_\_\_

**TOTAL COST** \$

## RIGGING PLANS

~ Contractors can choose from the following **Primary Top Rigging** options:

a) **Roof Points Only (max. 250 kg)** – For heavy items weighing a maximum of 250kg. UR&E will supply a roof point anywhere in the venue. The client / contractor must provide their own lifting equipment, either an ECH or MCB, each item must come with valid 3<sup>rd</sup> party certificates before UR&E will install the lifting equipment.

b) **Roof Points Plus ECH, MCB or Dropwire** – UR&E will supply roof point anywhere in the venue with UR&E's own lifting equipment. UR&E will be responsible for the lifting operations of these items.

~ Contractors can choose from the following **Secondary Rigging/Additional Equipment** options:

a) **Electric Chain Hoist (ECH)** – Motorized chain hoist for loads maximum of 250kgs. Please take into consideration hoist weight.

b) **Manual Chain Block (MCB)** – Manual hand chain block for loads maximum of 100kgs. A maximum number of 4 units on any single flown item with a maximum size of 5m x 5m. Please put into consideration MCB's weight.

c) **Drop Wire** – 6mm SWR fitted with a quick term connector. This is suitable for hanging banners or light weight set pieces. UR&E will fit and attach to the hanging piece (max. weight 30kg).

d) **Truss** – Aluminum square box trusses suitable for lighting and banners.

### ~ Additional information:

- All rigging plans that are submitted must be clear and concise. Any changes required due to incorrect rigging plans will be subject to surcharge. Any rigging points movement after Rigging Plan signed off & installation will be subject to AED1000 service charge/point.
- All plans should have rigging points dimensions and all relevant information about the hanging item/s.
- Rigging points must be plotted with metric measurements between each rigging point and from each side of the stand.
- Weights of each individual rigging point must be clearly shown in kilograms along with the total weight of the flown item/s.
- The stand orientation must be clearly shown by the direction of the main entrance and by the stands on the neighbouring three sides.
- Any contractor's lifting equipment such as ECH, MCB, eye bolts, shackles or any other rigging items that are not stamped, rated and approved with a valid 3<sup>rd</sup> party certificate will not be accepted. These items will be rejected and substitute items to be supplied.
- UR&E will provide a rigging plan from the drawings provided by the client / contractor to be approved.
- Rigging points that have to be changed due to incorrect information supplied after approval will incur extra charges.
- All flown item/s trim at six meters from the floor to the bottom of the flown item. The trim height for all signage banners at DAS is 6 metres (meaning the underside of all signage banners must be trimmed at 6m). For rigged stand design elements, these will be reviewed & assessed on a stand-by-stand, design-by-design basis.
- Any rigging plans that do not match the above criteria will not be accepted.

## TERMS & CONDITIONS

1. All rigging orders together with the exposure fee must be placed and fully paid upon order. A 50% surcharge will be applied for any late orders.

2. All rates are excluding VAT.

3. Cancellations or amendments to confirmed and paid orders are not permitted.

4. Unusual Rigging & Engineering LLC holds the exclusive rights to all primary rigging services provided.

### 5. Storage of Hanging Items:

- All banners, etc will be disposed of immediately after the last day of tenancy, unless prior collection arrangement has been made and mutually agreed
- Any banners that are stored for collection, by request, but not collected after 7 days will incur a disposal fee by the client.

### 6. Delivery:

- Signage should be on site between 31st of October till 6th of November 2025 or earlier but subject to approval. All signage must be delivered to site not later than 7th of November 2025 to be rigged.

### 7. Health and Safety:

- UR&E's Rigging Team is not liable for secondary rigging installed by third party contractors.
- During build-up, gangways must be kept clear to allow access for the Rigging Team.
- No stand structure is allowed to be attached to the roof structure, or as an added safety measure.
- Any bottom rigging lifting equipment or lifting eyes that are not stamped, rated, or approved with a valid test certificate will not be accepted.
- Any box banner, circular or straight greater than 1m in length, square or diameter, must be suspended on a minimum of two suspension points.
- All third-party electric and manual chain hoists used in the UAE must have valid test certificates from an accredited inspection body. Contractors must provide certificate copies prior to build of an event. UR&E reserves the right to condemn any rigging hoists or accessories that do not comply with municipality regulations.

### 8. Liability:

- Where the client provides their own hanging items / banner for installation by UR&E whilst exercising all care, UR&E cannot accept any liability for loss or damage to graphics incurred during transportation, storage, installation or de-rig.
- UR&E is not responsible for secondary rigging installed by contractors. All secondary rigging and attachments must have valid 3<sup>rd</sup> party certifications and complies with LOLER.

### 9. Additional Information:

- All UR&E rigging hardware carries valid certification.
- All UR&E rigging personnel are certified in both rigging and the use of access equipment.

### 10. Contact Details:

11. **Mera Elardo – Operations** ([mera.elardo@unusualrigging.com](mailto:mera.elardo@unusualrigging.com) | [dubai@unusualrigging.com](mailto:dubai@unusualrigging.com) | +971562165500

### 12. Working Hours:

- Rigging working hours are between 08:00 and 18:00, Sundays – Saturdays.

### 13. Definitions:

- UR&E – Unusual Rigging & Engineering LLC
- ECH – Electric Chain Hoist
- MCB – Manual Chain Block
- SWR – Steel Wire Rope

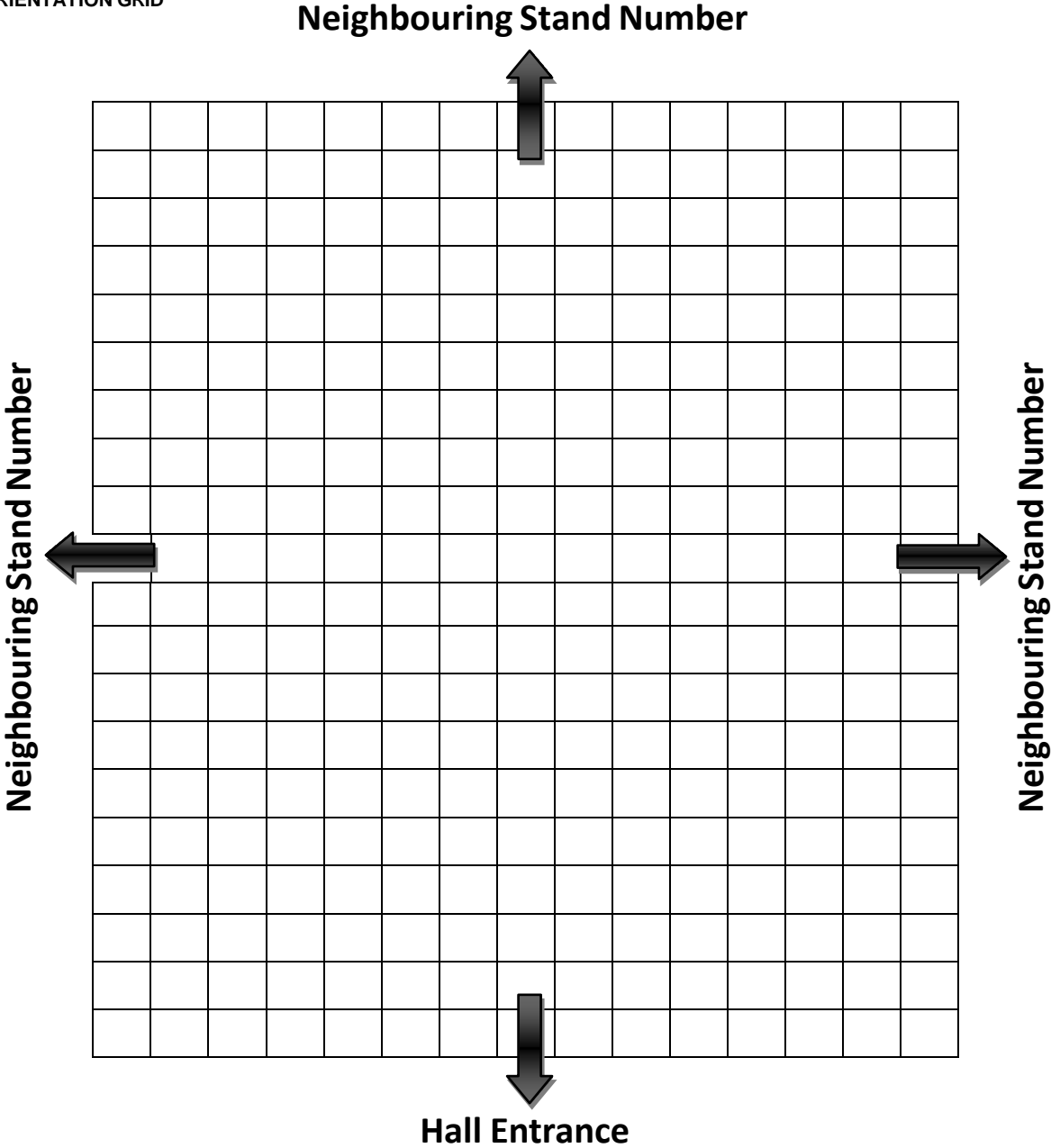
**\* Orders placed after 7th of November 2025 cannot be guaranteed, but we will do our utmost to assist with requests and would be subject to surcharge.**

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STAND ORIENTATION GRID



KINDLY SPECIFY  
THE FOLLOWING:

Stand Name:

Stand No.:

Total No. of Roof Points: