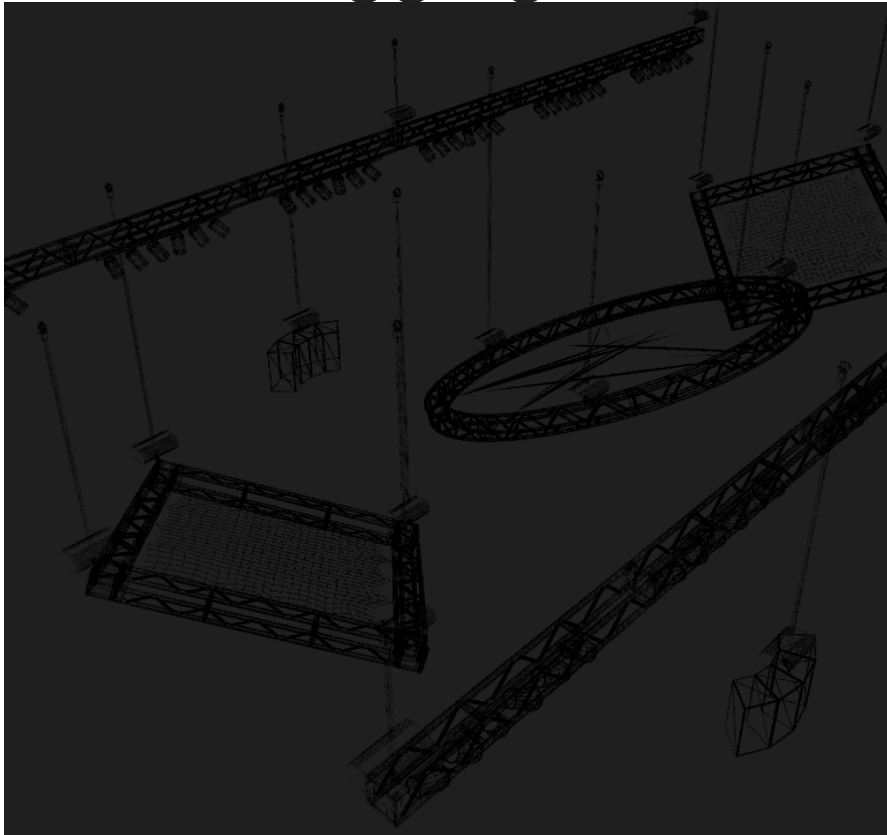




Structural Rigging Information



F R E E M A N



April 1st 2008

To Whom It May Concern:

As the George R. Brown Convention Center Management, we are concerned with the safety and welfare of our customers and guests, as well as the safety and structural integrity of our facility. In an effort to address this concern, we have decided to limit the access to the structural steel of the building. The City of Houston Convention & Entertainment Facilities Department has contracted with Freeman Audio Visual Solutions to be the exclusive rigging contractor for the George R. Brown Convention Center. As part of this contract Freeman Audio Visual solutions is responsible for the approval of the design and equipment for all rigging systems to be used within the facility. Freeman Audio Visual Solutions is also the exclusive source for the installation and dismantle of all points. The point will be considered to be the steel cabling used to wrap or to be affixed around the structural beams of the facility. Freeman Audio Visual shall also have the exclusive right to make necessary attachments to those points.

We have attached Freeman Audio Visual's price brochure, along with our new rules and regulations for your convenience.

It is our continued mission to provide the best customer service, while not compromising the safety of our attendees.

Luther Villagomez
Deputy Director
George R. Brown Convention Center

GRBCC RULES & Regulations

The following rules and regulations must be read thoroughly before Licensee signs Convention and Entertainment Facilities License Agreement.

19. GUIDELINES FOR SIGN HANGING AND CEILING RIGGING

We also recommend that Licensee supply a copy of these rules and regulations (or appropriate portions thereof) to their exhibitors, contractors, employees, etc. so as to eliminate problems before they arise. If there are any questions concerning this document, please call the Operations Manager of the Convention Center at 713-853-8011.

A. All Licensees are allowed to have promotional signs, aisle signs, directional signs, etc. hung or attached to the Facility. Approval for any hanging or attaching to the Facility structure will be based upon the stipulation and guidelines stated below:

B. The Licensee of the Facility is ultimately responsible for any damage, injury, etc. occurring out of or because of the hanging or attachment to the Facility by any exhibitor, contractor, subcontractor, representative, agent, etc. during the Licensee Period.

C. A written request for any hanging or attaching (including, but not limited to drawings, weights, attachment points, etc.) must be submitted to the Convention Center Account Executive at least thirty (30) days prior to the first day of the License Period.

D. At no time will any item be attached to the ceiling grid, ceiling tile or a false ceiling of the Facility.

E. When rigging in the General Assembly Theatre and the George Bush Ballroom city provided masonite must be used under the lifts at all times.

F. All beam structures or other painted structures are to be covered with a protective material before wire, cable, etc. is attached to ensure no damage occurs to painted surfaces.

G. At no time will electrical lighting conduits, utility pipes or sprinkler systems, be used as supports or as a source for attachment.

H. Whatever goes up must come down! No wires, ropes, etc. should be left behind. All items must be completely removed before the end of the License Period. Only the approved in-house Audio Visual contractor has jurisdictional rights to rig within the GRBCC.

I. Please refer to the following table for guidelines on who can perform installation of any materials.

J. All rigging and/or hanging requests must be submitted in writing to the Account Executive or the Convention Center audio-visual contractor. The Convention Center audio-visual contractor will confirm whether or not the requirements fall within the Facility architect's guidelines. Facility management or their designated representative may, at any time, refuse permission to hang, stop, terminate or delay the hanging or attachment process if they are concerned for safety reasons or concerned for damage to the building. The Facility Manager's decision will be final in all cases. Facility management has the ultimate right to assign an on-site supervisor provided by the Facility audio-visual contractor, at published rates at time of rigging, to approve any and all rigging.

GRBCC RULES & Regulations

20. TYPES OF MATERIALS FOR HANGING AND RIGGING

TYPE OF MATERIAL	DEFINITION	WHO CAN HANG OR ATTACH
Banner, Drape, Screen Masking	Soft material articles with no framing and no rigid support System. Total weight is 250 lbs. or less. Materials used must meet fire code regulations.	Licensee's decorating service contractor or other Licensee designated and Facility approved Company.
Sign a)250 lbs. or less b)251 lbs. or more	Rigid or hard material with frame And/or support system. Purpose is to display words, pictures, Graphics, etc. NOT to include Projected images.	a) Licensee's decorating service contractor or other Licensee designated or Facility approved Company. b) Facility contractor shall have the exclusive right to establish all Points.
Equipment Support System	Facility structure utilized to support lighting, sound, chain motors, screens, scenery, Backdrops, etc.	Facility contractor shall have the exclusive right to establish all Points. (See definition of "point" Below.) Everything below the point will be handled by Licensee's designated company, but all labor, locations, weight, etc. must be approved by the Facility Manager.
Exhibit Support System	Structures, cable, lines, etc. utilized to guide and support any part of an exhibit booth or stage Setting.	Facility contractor shall have the exclusive right to establish all Points. (See definition of "point" Below.) Everything below the point will be handled by Licensee's designated company, but all labor, locations, weight, etc. must be approved by the Facility Manager.

DEFINITION OF POINT:

The City will consider "a point" to be the steel cabling used to wrap or to be affixed around the structural beams of the Facility. Contractor shall have the exclusive right to supply the steel cabling, in addition the right to supply the labor to wrap the cables around structural beams and connect those cables.

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GENERAL INFORMATION

Freeman Audio Visual is the exclusive structural rigging contractor for the George R. Brown Convention Center. During the initial design stages, please submit rigging and/or hanging requests in the form of a scale drawing, blueprints or engineers certification (when requested) 21 days prior to load in, via fax or e-mail for approval.

A Freeman Audio Visual representative will confirm whether or not the requirements fall within the facility architect's guidelines. Facility management or their designated representative may, at any time, refuse permission to hang, stop, terminate or delay the hanging or attachment process if they are concerned for safety reasons or concerned for damage to the building. The facility's manager's decision will be final in all cases. Facility management has the ultimate right to assign an on-site supervisor provided by the facility audio-visual contractor, at published rates.

All rigging must conform to Show Management rules, regulations, and facility limitations. Nothing may be rigged, suspended from, or attached to any Center mechanical system. This includes ducts, electrical conduit or raceways, plumbing, acoustical baffles, or sprinkler pipes. Rigging may only be attached to approved structural members.

Rigging plots, drawings, blueprints must include the location, the dimensions, and the height above the floor to the top, load capacities, and installation methods of the suspended item. They must also show stage outline with aisles marked for reference as needed.

All equipment, signs, products, etc. must be designed to suspend safely. Care must be taken to use only RATED RIGGING HARDWARE when designing, constructing or purchasing such items. All rigging hardware used in suspension (hanging) of any items must be rated, showing the working load limit (W.L.L.). In some cases we may require an Engineers stamp of approval.

All assembly of equipment, signs, products, etc., will be the responsibility of the Production Company, exhibitor, or contractor. Any equipment, signs, products, etc. deemed to be unsafe for overhead suspension by Freeman Audio Visual or the George R. Brown Convention Center will not be allowed.

Rigging Plots are not considered approved until a Rigging Approval Form has been signed. (See Attachment A)

Rigging plots should not be published or distributed without written approval from Facility Management and/or Facility appointed contractor.

Rigging in the finished-ceiling areas of the Exhibit Halls require special arrangements. Please contact Freeman Audio Visual with specifics of your request.

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BANNERS

Typically, the appointed Decorating Contractor handles all Sign and Banner hanging that meets the sub 250-pound limits within the facility, as outlined in the Rules and Regulations for the Convention Center. In the event a Contractor has not been retained for Sign or Banner Hanging, Freeman Audio Visual offers the following services. Please see the Price Summary for cost.

Banners in excess of 6 foot in length should come with a rigid support for best results when hanging. In addition, always include grommets when purchasing a banner. Unnecessary delays may be caused by not having the appropriate materials to effectively and safely hang your banner. Banners should be delivered a minimum of 24 hours to Event Load In. Banner hanging placement will be approved by Facility Management. Please contact your Event Coordinator.

Additionally Freeman Audio Visual offers Exterior Banner Hanging. Please see the Facility Policies and Show Management Rules to check feasibility. Rigging Calls for Exterior Banner Hanging require a minimum of 3 structural riggers. If banners are to be hung from the exterior high steel, please contact Freeman Audio Visual for a price quote.

Exterior Banners Guidelines

- Approximately two thirds of the area of an exterior banner should consist of mesh.
- Where a banner is made exclusively of vinyl, wind pockets must be built into the banners in order to allow wind to flow through easily.
- Banners must have grommets horizontally along the top and bottom at a minimum of 18 inches apart.
- All edges of banners should have flat felled seams, i.e., the edges should be folded over, glued, and double stitched.
- Mesh banners must be reinforced with webbing in the folds before the grommets are affixed.
- All corners must be reinforced with webbing before the grommets are affixed as the corners handle most of the stress.
- Banners must be made of lightweight, water-resistant material.
- In the event of a severe weather notice, banners may have to be removed.
- All banners must be at least 8' off of the ground.

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FACILITY/IN-HOUSE SYSTEMS MODIFICATION

Exhibit Hall B3 and General Assembly are equipped with fixed Sound Systems. At times it is necessary to remove speakers from their flown position. For the first two Speakers there is a minimum charge of \$800.00. Each Subsequent Speaker is billed at \$75.00 each. These modifications will be made prior to your scheduled load in time.

Individual Light Termination

All Exhibit Halls are illuminated using mercury vapor lighting fixtures. Upon Request Freeman Audio Visual can disable these lights. Only lighting fixtures over your booth may be disabled. The pricing for this service is on a per fixture bases. (Please see price summary for rates) To insure that we meet your production time line, Freeman Audio Visual needs a Production Schedule with Dates and Times of requested personnel and services.

Additional Information

To explain or assist you with any concerns you may have in regards to rigging at the convention center

Freeman Audio Visual or George R. Brown Convention Center may be contacted at:

1001 Avenida de las Americas
Houston, Texas 77010
713-853-8180
713-853-8264 fax

Attachment A Rigging Approval Form
Attachment B Lift Waiver
Attachment C 3 Party Billing
Attachment D CADS

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PRICING SUMMARY

The rigging order form must be received by Freeman Audio Visual a minimum of 21 days prior to the first day of load in to qualify for Incentive rates. Base rates for Rigging Approval apply to all forms/payments received after the 21 days deadline and require a deposit. Revisions and/or changes received after the 21-day deadline are subject to the base rates.

STRUCTURAL RIGGING FEES

Plot Review and Approval Charge

Orders Received Minimum 21 days prior to Load In \$150.00 (Incentive Rate)

Orders Received Less than 21 days prior to Load In \$350.00 (Base Rate)

Charge per Load-Bearing Point \$50.00

A scissor lift or boom lift is necessary for all rigging calls at the facility. Lifts are not included in the labor pricing.

Scissor Lift \$400.00

Boom Lift \$700.00

STRUCTURAL RIGGING LABOR RATES

A Freeman Audio Visual representative will provide you with a detailed proposal based on your specific needs. All installations and dismantle of rigging equipment are billed at the following hourly rate for each rigger required:

Structural Rigger Hourly Rate \$65.00

Structural Rigger High Steel Hourly Rate \$85.00

Stage Hands for Masonite Usage \$45.00

Six-hour minimums apply to all rigging labor. Time and a half will apply after eight (8) hours.

Monday - Friday, 8AM to 5PM Base Rate

Monday - Friday, 5PM to Midnight Rate x 1.5

Saturday, 8:00A.M. to Midnight Rate x 1.5

Monday - Sunday, Midnight to 8AM Rate x 2.0

Sundays & Holidays, All Day Rate x 2.0

A one-hour meal period must be given no less than three hours, or more than five hours after the call begins, or after the last meal period. In lieu of a one-hour meal break the employer may provide a meal, in which case the workers will suffer no loss of time on the payroll. Workers will be given one-half hour on the clock to eat the meal.

BANNERS

First banner \$100.00

Each additional banner (up to 6) \$75.00 per banner

Please contact Freeman Audio Visual for a price quote when exceeding more than 6 banners. Price includes Man Lift up to 32 feet. Banners requiring higher hang points will incur additional charges for a lift of appropriate size.

FACILITY/IN-HOUSE MODIFICATION FEES

Exhibit Hall Light Disabling \$100.00 Per Fixture

Speaker Removal \$800.00 first two boxes

\$ 75.00 each additional

Cancellation of equipment and services must be received 24 hours prior to event to avoid a one-day rental charge. If equipment and services have already been provided at the time of cancellation, original charges will be applied.

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LIABILITY WAIVER, RELEASE & COVENANT NOT TO SUE

For purposes of this contract, "The Freeman Companies" ("TFC") means Freeman Decorating Services, Inc. ("FDSI"), Sullivan Transfer Company ("STC"), Freeman Decorating Ltd. ("FDL"), Freeman Exhibit Company ("FEC"), Freeman AV Inc. ("FAV"), Freeman Transportation ("FT"), Hoffend Xposition ("HX"), Stage Rigging, Inc. ("SRI"), Mesa Technical Services ("MTS"), Kerry Technical Services ("KTS") and their employees, directors, officers, agents and assigns, affiliated companies, related entities including but not limited to any subcontractors TFC may appoint.

TFC In consideration of TFC permitting my involvement in the below-described activity (hereinafter referred to as "Activity"), the undersigned:

1. HEREBY AGREES that prior to participating in the Activity, he or she will inspect the facilities and equipment to be used, and if he or she believes anything is unsafe, he or she will immediately advise TFC of such condition(s) and refuse to participate. Further, the undersigned agrees that he or she knows how to safely operate and/or use any equipment, and acknowledges that TFC has no responsibility for training and/or instructing the undersigned on the use and/or operation of equipment.

PROVIDES NO WARRANTIES, EXPRESS OR IMPLIED, AS TO THE CONDITION OF ANY EQUIPMENT INVOLVED IN THE ACTIVITY.

2. HEREBY RELEASES, WAIVES, DISCHARGES AND COVENANTS NOT TO SUE The Freeman Companies, Show Management, and if applicable, owners and lessors of the premises, all of which are hereinafter referred to as "releasees" from all liability to the undersigned, his or her employer, his or her personal representatives, assigns, heirs, and next of kin for any and all damage, and any claim or demands therefore on account of injury to the person or property or resulting in death of the undersigned, whether caused by the negligence of the releasees or otherwise while the undersigned is participating in the Activity.

3. HEREBY AGREES TO INDEMNIFY AND SAVE AND HOLD HARMLESS the releasees and each of them from any loss, liability, damage, or cost (including attorneys' fees) they may incur due to the undersigned's participation in the Activity and WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE.

4. HEREBY ASSUMES FULL RESPONSIBILITY FOR AND RISK OF BODILY INJURY, DEATH OR PROPERTY DAMAGE DUE TO THE NEGLIGENCE OF RELEASEES OR OTHERWISE WHILE ENGAGED IN THE ACTIVITY.

5. THE UNDERSIGNED further expressly acknowledges and fully understands that the Activity involves specific risks of serious injury, including permanent disability and death, and severe social and economic losses which might result not only from the undersigned's own actions, inactions or negligence, but the actions, inactions or negligence of others, or the condition of the premises or of any equipment used. Further, that there may be other risks not known to us or not reasonably foreseeable at this time. THE UNDERSIGNED further expressly agrees that the foregoing release, waiver, and indemnity agreement is intended to be as broad and inclusive as is permitted by the law of the Province or State in which the Activity is conducted and that if any portion thereof is held invalid, it is agreed that the balance shall continue in full legal force and effect. THE UNDERSIGNED HAS READ AND VOLUNTARILY SIGNS THE RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT, and further agrees that no oral representations, statements or inducement apart from the foregoing written agreement have been made.

(Activity) Operation of Man-Lift, Scissor Lift or Boom Lift.

Please describe in detail: _____

Name: _____ Employer: _____

Signed individually and as Agent of the Employer: _____

Witness: _____ Date: _____

ATTACHMENT B

F R E E M A N

THIRD PARTY AUTHORIZATION FORM

FOR USE BY LICENSEE APPOINTED CONTRACTOR:

"We understand and agree that we, the Licensee of the George R. Brown Convention Center, are ultimately responsible for payment of charges and agree to be bound by all terms and conditions as described in the Terms & Conditions section of this third party agreement. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the Licensees' company. All invoices are due and payable upon receipt, by either party. The items checked below are to be invoiced to the third party."

- | | |
|---|--|
| <input type="checkbox"/> All Services | <input type="checkbox"/> Structural Rigging |
| <input type="checkbox"/> Exclusive House Service | <input type="checkbox"/> Banner and Sign Hanging |
| <input type="checkbox"/> Onsite Equipment Additions | <input type="checkbox"/> Lift Rentals |
| <input type="checkbox"/> Technical/Supplemental Labor | <input type="checkbox"/> Other |

YOUR SIGNATURE BELOW DENOTES ACCEPTANCE OF ALL TERMS AND CONDITIONS INCLUDED IN THIS DOCUMENT AND ATTACHMENTS.

LICENSEE NAME: (PLEASE PRINT) _____

LICENSEE Signature: _____

THIRD PARTY CONTRACTOR INFORMATION

CREDIT CARD ACCOUNT NUMBER: _____ EXPIRATION DATE: _____

- Personal Credit Card Business Credit Card

CARD HOLDER NAME: _____

AUTHORIZED SIGNATURE: _____

CARD HOLDER BILLING ADDRESS: _____

BILLING CITY: _____ BILLING STATE: _____ BILLING ZIP CODE: _____

THIRD PARTY COMPANY NAME: _____ CUSTOMER NUMBER: _____

THIRD PARTY BILLING ADDRESS: _____

CITY, STATE, ZIP CODE: _____ EMAIL ADDRESS: _____

PHONE: _____ FAX: _____

LICENSEE COMPANY INFORMATION

LICENSEE COMPANY NAME: _____ BOOTH # _____

THIRD PARTY BILLING ADDRESS: _____

CITY, STATE, ZIP CODE: _____ EMAIL ADDRESS: _____

PHONE: _____ FAX: _____

ATTACHMENT C

CAD DRAWINGS ATTACHED

ATTACHMENT D