



PSAV is the Salt Palace Convention Center's preferred audio-visual provider.

SOUND SYSTEM PATCH FEES

Meeting Rooms – Daily rate is \$80 per day. Any combination of rooms that are joined together as one space is \$80.

Ballrooms – Daily rate is \$80 per day. Any combination is \$80 per day times the amount of rooms.

Exhibit Halls – Daily rate is \$80 per day. Any combination is \$80 per day times the amount of rooms.

MIXERS ARE REQUIRED IN ALL THE ROOMS

The Salt Palace meeting rooms, ballrooms and exhibit halls sound system require a mixer in each room for it to operate. This means that in order to have even one microphone in any of these areas, a mixer **is required**. If needed, mixers and microphones can be rented from PSAV or you may bring your own. If you would like a detailed list of equipment and services PSAV offers, please call 385-468-2242.

AUDIO SYSTEM ENGINEER

A dedicated PSAV audio system engineer is recommended to monitor the Salt Palace sound system when there are more than five patches being used. The daily charge is \$700.00 from 8am to 5pm Monday through Friday or \$70/hr. with a four hour minimum. Weekends and any additional hours will be billed at prevailing rates.

ROOM MONITORS (Floating Techs)

A PSAV audio floater is recommended, but not required, to monitor rooms when five or more rooms are being used. It is recommended that one floater can service five rooms. An additional floater is recommended for each set of five rooms. If you have 10 rooms, we recommend two floaters, etc. The daily charge is \$700.00 per floater from 8am to 5pm Monday through Friday. Weekends and any additional hours will be billed at prevailing rates.

SOUND SYSTEM SUPPORT

If a PSAV representative has not been booked to assist you with your sound system needs please call: Monday – Friday 8am-5pm 385-468-2242.

Night and weekends call 331-215-2108. Your call will be answered within 30 minutes.

Note: If a Technician is required after hours, a \$105 per hour charge will be billed to the event.

PRODUCTION RIGGING POLICIES AND PROCEDURES

Rigging Review & Approval Process

- All rigging, including production rigging, trade shows, ground support and aerial acts to be performed at the Salt Palace Convention Center must be reviewed and approved by the in-house rigging team prior to load-in.
- A Rigging Request form must be submitted, along with a scaled rigging plan, a minimum of 14 days prior to load-in.
<http://www.psav.com/Rigging-Services>

- Trade Shows will be subject to a \$25 per point review fee.
- Production rigging will be subject to an hourly review fee.

- Determination of time to review shall be at Facility's discretion and plan re-submissions for any reason are billable.
- Rigging plans must be scaled and in .DWG, .DXF or .VWX formats. Plots must include all flown equipment, weight load per point, trim height and include the reflective ceiling plan.
- A load calculation will be conducted of all rigging points and confirm adherence to the working load limits of the Salt Palace Convention Center structural engineering documents.
- Any overweight points or unsafe scenarios will be addressed and will need to be changed, upon which the entire document must be resubmitted for approval.
- On-site additions or modifications to the rigging plot must be reviewed and approved before implemented and allowed to fly.
- The rigging contractor must be able to demonstrate, upon request, all equipment and labor safety requirements as detailed within this document. Any unsafe or unapproved practices will not be permitted.

EXHIBIT HALL RIGGING

- Rigging in the Exhibit Hall is subject to a rigging review charge based upon the number of motorized points. An onsite safety review will be performed to verify loads and to ensure adherence to all Salt Palace Convention Center rigging policies.
- The rate for plan reviews is \$25 per motorized point.
- The onsite safety inspection is \$95 per hour (based on a 4-hour minimum).
- In cases where plans have not been submitted or the rigging has not been approved prior to load-in, a designated SPCC ETCP Certified Rigger is required on the show floor while motorized points are being hung to calculate point loads and to determine the appropriate attachment method for each point based upon SPCC structural engineering, as well as to ensure adherence to SPCC rigging policy.
- Trade shows: generally, points need to be determined onsite based upon booth location, orientation and other factors which do not allow final rigging plans with loads to be submitted to the SPCC. Trade shows require a SPCC ETCP Certified Rigger to be on site to calculate loads and determine point placement.
- The base rate for the SPCC ETCP Certified Rigger is \$95 per hour with the following schedule:

Monday – Friday	7:00 a.m. to 5:00 p.m.	Straight time
Monday – Friday	5:00 p.m. to midnight	Time and one-half
Saturday & Sunday	7:00 a.m. to midnight	Time and one-half
Midnight – 7:00 a.m.		Double-time

BALLROOM RIGGING

- Please reference "Salt Palace Rigging Capacities" document for loading criteria.
- All rigging must be completed within the confines or either a scissor lift or boom lift.
- No climbing allowed under any circumstances.
- Rigging in the Ballroom is subject to a rigging review charge based upon the number of motorized points.
- The rates for plan reviews are \$25 per motorized point.
- All attachments made to the existing SPCC permanent points and building structure must be made by SPCC-designated riggers, which consists of a two rigger, 4-hour minimum for both the attachment and detachments of motorized points. The base rate of \$95 hourly per person and the after-hours rates are defined below:

Monday – Friday	7:00 a.m. to 5:00 p.m.	Straight time
Monday – Friday	5:00 p.m. to midnight	Time and one-half
Saturday & Sunday	7:00 a.m. to midnight	Time and one-half
Midnight – 7:00 a.m.		Double-time

- 7-day notice on all rigging calls is required or overtime rates will apply, and 24-hour call cancellation notice is required to avoid being billed for the rigging call.

- Rates to not include lifts. Lifts may be provided by the client or rented directly through PSAV with a minimum of 48 hours advance notice.

RIGGING IN THE FACILITY

Labor Requirements

- All rigging crews shall be led by an ETCP Certified Rigger. Evidence of current ETCP certification shall be provided to the SPCC Rigging Coordinator at least 48 hours prior to load-in.
- ETCP Certified Riggers are available through PSAV at a rate of \$120 per hour.
- The show ETCP Rigger shall be responsible for supervising the crew and enforcing policies within this document.

EQUIPMENT REQUIREMENTS

Rigging Point Attachment & Rigging Hardware

- Rigging is only permitted on building structure that has a stamped working load limit from a PE.
- All rigging must adhere to both vertical and horizontal working load limits set by SPCC structural engineering documentation.
- Hanging from any other objects or fabric of the facility, such as plumbing, electrical fixtures, HVAC or supporting infrastructure is strictly prohibited.
- All rigging point attachments must be created with ANSI-approved hardware.
- All hardware (shackles, pear links, STAC chain, wire rope, slings, Gacflex, etc.) must have a stamped working load limit at a minimum of a 5:1 design factor, and must be product traceable.

Rigging Point Construction Standards

- All points/ hitches require the use of either burlap or other padding to protect both sling and facility.
- Bridle points shall not exceed 120° between legs.
- All rigging points must have a minimum of 24" of clearance from every fire sprinkler head.
- All rigging points must be free and clear of any obstruction when loaded (HVAC, lighting fixtures, drywall, etc.)
- The use of steel wire or synthetic cordage must have documented load ratings and be used with a minimum 10:1 safety factor.

Chain Hoists and Aluminum Structures (truss)

- All chain hoists must adhere to ANSI B30.16
- Proof of annual inspection and load testing must be presented prior to load-in.
- Protective measures must be taken for all hoists needing to make contact with the facility floor or carpet (burlap or poly).
- The use of manual chain hoists is limited to single points or 2 point trusses, due to the inability to maintain and control the approved load distribution.
- All aluminum structures (truss) must adhere to PLASA E.1.2.5-6
- Polyester and other synthetic slings require a steel safety cable.
- All items flown on truss must have a safety cable.
- All hardware used to suspend items must be rated hardware and used in accordance with OSHA standards and manufacturer specifications.

Air Wall Track Hanging

- Any air wall hanger must be engineered and stamped with load ratings and designed specifically for the make and model of the track to be used.
- The total weight of a single dead hang should not exceed more than 200lbs.
- Each point must be a minimum of 4ft from the next nearest point.

Loads must be applied vertically and no dynamic loading is permitted. Banner & Signage Hanging

- Non-motorized banners, aisle signs, aluminum framed hanging signs and structures and other expo elements do not require a review, provided the point load is under 200 pounds.
- Elements over 200 pounds require review and the use of a chain hoist. All expo elements are required to meet the hardware standards set forth in this document.
- All banner hanging materials must be load rated and documentation of the load rating provided to the SPCC rigging team. The design/safety factor all materials must be a minimum 10:1.
- All banners and signs are subject to oversight by SPCC-designated ETCP riggers.

Safety Requirements in Exhibit Halls A – E & 1 – 5 and the Grand Ballroom

- Please reference “Salt Palace Rigging Capacities” document for loading criteria.
- All rigging must be completed within the confines of either a scissor lift or boom lift.
- No climbing allowed under any circumstances.

Ground Support Structures

- Plans for ground support structures shall be submitted to the SPCC Rigging Coordinator prior to load-in for approval. Failure to submit plans in advance will result in additional charges.
- The standard rigging review charge is \$95 per hour based on a 4-hour minimum.
- All rigging hardware specifications as outlined in this document also apply to ground supported truss structures.
- All truss structures must adhere to the manufacturer guidelines and application design.
- With regard to all custom truss structures not pre-designed by the manufacturer, the client must provide plans stamped by a structural engineer or a letter of acknowledgement from the manufacturer that the application meets their approval.
- All truss towers have steel base plate and proper ballast weight as dictated by the manufacturer.

Ariel Acts

- If you plan to have aerial performers, please fill out the rigging request form as soon as possible – www.psav.com/rigging-services to begin the approval process.
- Once the form arrives, a PSAV Sales Representative will contact you to manage that process.
- There is a \$500 charge for Risk Management processing and documentation, in addition to the standard rigging review fee.

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