



## RIGGING REQUEST FORM

EXHIBITION		EXHIBITOR COMPANY NAME
HALL / PAVILLION		
BOOTH		
STAND FITTING COMPANY		SIGNATURE
CONTACT PERSON		
PHONE NUMBER		
EMAIL		

### GENERAL INFORMATION

The official plan in \*.dwg format may be requested via email to the FieraMilano Rigging Office at: [ufficioappendimenti@fieramilano.it](mailto:ufficioappendimenti@fieramilano.it) / [rigging@fieramilano.it](mailto:rigging@fieramilano.it).

The load capacity of FieraMilano S.p.A. roof beams is 150kg for every 4.00m of beam (FieraMilano), and 150kg per half-x rail (FieraMilanoCity).

**This form must be fully filled in or the request for the rigging service will not be accepted.**

The height of suspension points may have a tolerance of about + 50 cm.

### TECHNICAL DOCUMENTATION AND CERTIFICATION

In accordance with DM 17/01/2018 and DM 1° aprile 2011, all suspended structures inside the Exhibition Centre (including structures that require "fixing points"), compulsorily require the documentation required by law:

- 1) **STATIC CALCULATION CERTIFICATION SIGNED BY A QUALIFIED PROFESSIONAL**
- 2) **STATIC SUITABILITY CERTIFICATE SIGNED BY A QUALIFIED PROFESSIONAL**
- 3) **DECLARATION OF CORRECT ASSEMBLY DRAFTED BY THE INSTALLER**

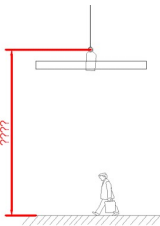
OPTIONS		COMPULSORY DOCUMENTS
DOCUMENTATION IS PROVIDED BY FieraMilano	<input type="radio"/>	<ul style="list-style-type: none"> <li>- *.dwg / *.pdf drawing of the structure project</li> <li>- detailed indication of the weight of the suspended structures</li> <li>- <b>EXECUTIVE PROJECT (containing adopted materials and assembly method) FOR WOODEN PRODUCTS</b></li> </ul>
I DECLARE THAT THE DOCUMENTATION WILL BE PROVIDED BY A DELEGATED PROFESSIONAL	<input type="radio"/>	<ul style="list-style-type: none"> <li>- *.dwg / *.pdf drawing of the structure project</li> <li>- detailed indication of the weight of the suspended structures</li> <li>- <b>STATIC CALCULATION CERTIFICATION SIGNED BY A QUALIFIED PROFESSIONAL → delivery in the request phase</b></li> <li>- <b>STATIC SUITABILITY CERTIFICATE SIGNED BY A QUALIFIED PROFESSIONAL → delivery 24h from the beginning of the Event</b></li> <li>- <b>DECLARATION OF CORRECT ASSEMBLY DRAFTED BY THE INSTALLER → delivery 24h from the beginning of the Event</b></li> <li>- <b>THE DOCUMENTATION WILL BE CHECKED BY FieraMilano</b></li> </ul> <p>In case of non-delivery, as required by the Technical Regulations, to make the exhibition area accessible, FieraMilano will instruct its Technicians to draft the documentation, charging the relative cost to the Exhibitor.</p>

**FILL IN THE FORM FOR EACH SUSPENDED STRUCTURE**

<b>STRUCTURE N°</b>	<b>TOTAL WEIGHT</b> (without hoists)	
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<b>Structural elements weight</b>					
Material	Own		Hired from FieraMilano		
<i>Truss</i>	Brand	.....	Colour	Silver	Black
	Model	.....		○	○
	Shape	.....	Notes	.....	
	Unit weight [kg/m]	.....		.....	
	Lenght [m]	.....		.....	
	Total weight [kg]	.....		.....	
<i>Wood</i>	Material	.....		Total weight [kg]	
	Unit weight [kg/m]	.....			
	Lenght [m]	.....			
<i>Other</i>	Material	.....		Total weight [kg]	
	Unit weight [kg/m]	.....			
	Lenght [m]	.....			

<b>Non structural elements weight</b>					
Type	Own		Hired from FieraMilano		
<i>Lights</i>	Model	.....	Model	n°	
	n°	.....			
	Weight [kg]	.....			
	Model	.....			
	n°	.....			
	Weight [kg]	.....			
	Model	.....			
	n°	.....			
	Weight [kg]	.....			
	Total weight [kg]	.....			
Total power consumption [W]	.....				
Notes			n°	Unit weight [kg]	Total weight [kg]
<i>Wooden carter</i>	.....				
<i>Banners</i>	.....				
<i>Audio system</i>	.....				
<i>Fabrics</i>	.....				
<i>Others</i>	.....				

	Own			Hired from FieraMilano			
	<i>Hoists</i>	Type	n°	Unit weight [kg]	Type	Manual	Electric (motor)
		Manual	.....	.....		○	○
Electric (motor)	.....	.....					
<i>Height</i>	Hanging points			Upper edge structure	