# RIGGING ADVANCE FORM
# KANSAS CITY CONVENTION CENTER

## EVENT INFORMATION

NAME OF EVENT: _____

LOCATION(S): _____

LOAD IN DATE: _____ LOAD IN TIME: _____

START DATE: _____ START TIME: _____

END DATE: _____ END TIME: _____

EVENT DETAILS: _____

ON SITE CONTACT NAME: _____ PHONE: _____

## CUSTOMER INFORMATION

COMPANY NAME: _____

CONTACT NAME: _____

COMPANY ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CONTACT PHONE: _____ CONTACT FAX: _____

CONTACT EMAIL: _____

## BILLING INFORMATION

**CREDIT CARD NUMBER IS REQUIRED IN ADVANCE FOR ALL RENTALS**

METHOD OF PAYMENT (PLEASE MARK ONE)

AMERICAN EXPRESS ◯ MASTERCARD ◯ VISA ◯

CARD HOLDER NAME: _____

CARD NUMBER: _____

EXPIRATION DATE: _____ SECURITY CODE: _____

BILLING ADDRESS:
IF DIFFERENT THAN ABOVE _____

CITY: _____ STATE: _____ ZIP: _____

AUTHORIZED SIGNATURE: _____

~~I authorize Harvest Productions, Inc. to charge the credit card indicated in this authorization form according to the terms referenced above or described in any attached agreement~~ for services, goods, and/or labor. I certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company so long as the transaction corresponds to the terms indicated herein.

PLEASE RETURN WITH PAYMENT TO: HARVEST PRODUCTIONS, INC.
301 W 13th St Kansas City, MO 64105 Phone: (816) 513-5651 Fax: (816) 513-5658

Orders need to be received **1 MONTH** prior to event to avoid penalties.

| Custom Requests: | | Per Hour/Item | Quantity | Subtotal |
|---|---|---|---|---|
| Per Item | Lift for Exhibit Hall D-E | $ 1,112.50 | | $ 0.00 |
| | Lift for Exhibit Hall A-C | $ 937.50 | | $ 0.00 |
| | Lift for 2501 Ballroom | $ 925.00 | | $ 0.00 |
| | Trussing per Section | $ 100.00 | | $ 0.00 |
| | Trussing per Section 20.5” | $ 125.00 | | $ 0.00 |
| | Trussing per Section 30” PRT | $ 125.00 | | $ 0.00 |
| | Black Trussing | $ 150.00 | | $ 0.00 |
| | Dead Hang Point | $ 100.00 | | $ 0.00 |
| | Chain Motor | $ 250.00 | | $ 0.00 |
| | | | | |
| Per Hour | Production Management (Required if doing custom order) | $ 71.15 | | $ 0.00 |
| | Up Rigger - 8 Hour Minimum | $ 80.30 | | $ 0.00 |
| | Ground Rigger - 8 Hour Minimum | $ 80.30 | | $ 0.00 |
| | Ground Assembly Labor - 8 hour | $ 55.00 | | $ 0.00 |
| | | | Custom Sub-Total | $ 0.00 |

**For Immediate Assistance**
**Call 816.985.9572 / Email tklein@harvestkc.com**

| | |
|---|---|
| Custom Sub-total | $ 0.00 |
| Tax@ 8.475%<br>Please include tax exempt form if applicable | $ 0.00 |
| **Grand Total** | $ 0.00 |

Please provide booth layout and installation instructions.