

AUTHORIZATION REQUEST FOR RIGGING STRUCTURES IN HALLS

FAIR SERVICES DEPARTMENT

Send to inspeccion.rigging@ifema.es

IFEMA CALL CENTRE

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IFEMA
Feria de Madrid

C.I.F. Q-2873018-B

INFORMATION TO BE FILLED IN BY THE INSTALLATION COMPANY

FAIR/EVENT _____

APPLICANT COMPANY DETAILS

COMPANY _____ Tax ID _____

TRADE NAME _____

ADDRESS _____

POSTCODE _____ CITY _____

PROVINCE/STATE _____ COUNTRY _____

TELEPHONE _____ FAX _____ EMAIL _____ WEBSITE _____

PERSON IN CHARGE _____ POSITION _____

INVOICE DETAILS (Fill in only if other than above)

COMPANY _____ Tax ID _____

ADDRESS _____ CITY _____

PROVINCE/STATE _____ COUNTRY _____

TELEPHONE _____ FAX _____ EMAIL _____ WEBSITE _____

PERSON IN CHARGE _____ POSITION _____

EXHIBITING/ORGANISING COMPANY DETAILS

COMPANY _____ STAND N° _____

BASIC INFORMATION FOR THE ELEMENTS TO BE HUNG FROM THE HALL STRUCTURE

TYPE OF STRUCTURE TO BE HUNG _____

N° OF HANGING POINTS IN THE HALL STRUCTURE _____

TOTAL SUSPENDED WEIGHT _____

INFORMATION TO BE FILLED IN BY THE INSPECTION COMPANY

PLAN CHECK **YES NO**

REPORT IS ATTACHED

THE WEIGHTS OF ALL ELEMENTS ARE SHOWN

ANNOTATED SKETCHES ARE PROVIDED

THE LOADS FOR EACH HANGING POINT ARE SHOWN

THE LOADS TO BE TRANSMITTED ARE ACCEPTABLE

THE SECURITY SYSTEM IS DESCRIBED

QUALITY CERTIFICATES ARE PROVIDED

RESULT OF THE PLAN CHECK: _____

COMMENTS: _____

HANGING POINTS TO BE INVOICED

N° OF POINTS: _____

PLAN PRESENTATION DATE: _____

ASSEMBLY CHECK **YES NO**

ASSEMBLY CONFORMS TO THE APPROVED PLAN

CORRECTIONS WERE NEEDED

THE SECURITY SYSTEM IS IN PLACE

MEASURES HAVE BEEN ADOPTED TO PROTECT THE HALL STRUCTURE

RESULT OF THE ASSEMBLY CHECK: _____

COMMENTS: _____

The installation company undertakes to collect all the elements referred to in this authorisation at the end of the fair. In the event it is not collected or the installations are damaged, IFEMA will bill the cost of the repair work and/or restoring them to their original state.
The installation company will be responsible for the accuracy of all the information provided in this application and attached documents such as the rigging plan and report, especially in relation to the sizes and weights of each element in the system.
This authorisation does not mean that IFEMA or its collaborating companies for this service are responsible for the planned structural solution.

Person in charge from the installation company

Date and signature

Project check. Inspection company

Date and signature

Assembly inspection check. Inspection company

Date and signature

The applicant company affirms it is aware of and accepts IFEMA Regulations, also available at www.ifema.es.

The information in this form will be included in an IFEMA file for managing companies and individuals assigned by companies for contracted work. The contractor must obtain consent from its personnel for the provision of this information. You have the right to access, correct, oppose and cancel this information, and can do so by writing to IFEMA at Protección de Datos, apartado de correos 67.067 (28080) de Madrid. Alternatively, exhibitors can send an email to protecciondedatos@ifema.es, in both cases with the reference **FEC Data**. A refusal to provide this information or its cancellation will lead to the withdrawal of authorisation to provide services on the site.