

Application for authorisation to hang structures/rigging at Palacio Municipal

Fair services department.

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ifema.es

Send to: inspeccion.rigging@ifema.es

Data to be filled in by the installer company

Fair/Event _____

Details of the company requesting authorisation

Company _____ N.I.F. [Tax ID N°.] _____

Trade name _____

Address _____ Postcode _____

City _____ Province _____

Country _____ Tel. n°. _____ Fax _____

Email _____ Website _____

Contact person _____ Position _____

Situation of the facility

Multipurpose space _____

Auditorium A _____

Check the corresponding box

Documentation to be submitted

A rigging certificate or plan must be submitted at a later date, specifying the corresponding project management and signed by a competent technician. This documentation must be endorsed by the corresponding professional body.

The plan must be sent to stecnica@ifema.es in one of the following formats; jpg, pdf, tif, or any standard CAD format.

It must include the location, height, tolerances and stability of each of the requested points, with the minimum content indicated in point five of the Regulations for hanging structures in IFEMA PALACIO MUNICIPAL / Rigging. It must be supervised "in situ" by the project management to ensure that what appears on the certificate or plan corresponds to what is actually suspended.

IMPORTANT ANNOUNCEMENT: Before assembly work begins, the installation company must report any deterioration of the structural elements in the area where the installation will take place. If no deterioration is reported, IFEMA will understand that the installer is satisfied with the area and that any deterioration detected from then on will be understood to have been caused by your company. Likewise, the installation company undertakes to clear up all the elements referred to in this authorisation once the event has ended. If they are not cleared up or if there is any damage to the facilities, IFEMA will bill the aforementioned company for the cost of the clearance, repair and/or replacement of the same to their original condition.

The installer company is responsible for the veracity of the data provided, both in the present application and in its accompanying documents such as the rigging plan and especially everything related to the weights and dimensions of each element of the system.

The authorisation of the present application in no way implies that IFEMA or its collaborating companies for this service are responsible for the structural solution.

Representative of the installation company

Date and signature

Important information - Prevailing regulations:

- **If you are an Organiser of a fair or event at IFEMA PALACIO MUNICIPAL**, see the "Participation regulations for events with or without exhibitions at IFEMA PALACIO MUNICIPAL" as well as the technical

annexes that complement the aforementioned regulations, all which are available at ifema.es in the Conventions and Congresses area.

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