



For any planned rigging, suspension, and hanging of loads that are to be attached to the building or structure of the Colorado Convention Center, a rigging plan must be submitted and approved by the building. All rigging is expected to meet generally accepted industry standards. These standards can be found in "The Riggers' Manual" by W.G. Newberry.

- All submittals need to be overlaid in the correct location and orientation onto the Reflected Ceiling Plans (RCP) for the relevant area for proper review (these drawings can be provided in . DWG or . PDF format if they are not on file already and/or upon request).
- Any rigging that includes trusses and motors should be submitted no later than 30 days in advance so a thorough review can be performed and approval granted.
- If the rigging plan is not submitted 30 days before the first move-in date, a \$500.00 review fee will be charged in addition to any applicable SER fees or costs.

Basic Rules and Regulations for Rigging and Hanging:

- All rigging and hanging must be performed by qualified and trained riggers who are employees or subcontractors of the General Service Contractor and are familiar with the house hang points, load limits, rules, and regulations. Each General Service Contractor, production company, or entity performing rigging within the building will appoint a person who is responsible for all hanging and rigging and must provide the name of the designated person to the CCC Technical Services Manager and/or Operations team before the contracted dates.
- All rigging and hanging are subject to inspection by the CCC for compliance with safety rules and regulations. Contact your Event Manager/Technical Services to ensure you receive the latest rules, regulations, and rigging criteria.
- All rigging and hanging apparatus, hardware, fasteners, gear, etc., must meet OSHA and ANSI regulations and must conform to and be used per the manufacturer's specifications.
- Each chain motor must have a current annual certificate of inspection and service as required by OSHA, and must provide clear documentation of ownership.

- All custom rigging or hanging, such as swagged slings (Nico Press and Arm), must have the owner's identification attached.
- All homemade trusses must be accompanied by engineering specifications in order to be installed. Any trusses not manufactured by an industry-recognized truss company are considered "homemade."
- If submittals do not meet or exceed the outlined acceptable criteria provided by the building, the rigging plan may need to be sent to the Structural Engineer of Record (SER) for approval at an additional cost.
- NOTE: This SER review process will require up to two weeks or more depending on review. Plan accordingly with advance information.
- In addition, if not received in a timely fashion, rigging oversight charges will apply and no rigging work may be performed until a submittal is made and the plan has been approved by the building/Operations.
- After the event, all hang points, devices, wires, clips, etc., used for hanging and/or rigging must be removed and the house restored to normal conditions. Any remaining work will be performed by CCC staff, and appropriate billing will be provided to the General Service Contractor or relevant entity.

For additional detailed information, please reach out to your Event Manager.

