



How to: Rigging / Suspensions

Are you planning on using suspensions at your stand?
We have three tips to help your planning run smoothly.

1

Please contact us well in advance and request a ceiling plan showing the facilities that are already available for installing suspensions in your exhibition hall. This makes it possible for you to include the existing suspension points and their maximum load-bearing capacities in your planning, **helping you avoid increased costs.** It also allows you to begin preparing your stand in good time. This is important, because when there are a large number of special requests, all the suspensions in the hall must be reviewed to ensure that there are no structural or logistical concerns.

3 months before the event

→ [Contact us: suspensions@messefrankfurt.com](mailto:suspensions@messefrankfurt.com) ←

Done

2

Please upload a technical drawing of your stand to the Shop for Exhibitor Services. The drawing should contain the following information:

- + Dimensioned sketch with the positions of the desired suspension points
- + Sketch must clearly show the position and orientation of your stand (cardinal directions,...)
- + Loads to be suspended from each point
- + Load plan showing the total load, individual loads and line loads
- + Desired transfer height for suspension points
- + Proposed installation aids ("Genie" lift, manual/electric chain hoists)

6 weeks before the event

→ [Upload a technical drawing of your stand to the Shop](#) ←

Done

3

Please confirm your acceptance of the offer by no later than 22 days before the start of the event. As a result of the increased expenditures entailed by planning and implementing orders at short notice, Messe Frankfurt imposes an **express surcharge in the amount of 25%** on all confirmations, new orders, and changes to existing orders received after this time.

No later than 22 days before the event

→ [Confirm offer no later than 22 days before the start](#) ←

Done