

## McCormick Place Rental Program FAQs

### **How do I rent equipment from McCormick Place?**

Renting equipment from McCormick Place is fast and easy. Just go the McCormick website EAC page and click on the order form found under rental equipment. You can download and email the form to [Rentals@mccormickplace.com](mailto:Rentals@mccormickplace.com) . You will be contacted within 3 business days.

### **Do I still need to provide labor to move the equipment that I have rented?**

No, we will provide the labor for delivery and pick-up. (You still have the option of using your own labor if you prefer.) We will need an onsite contact to meet our team and sign for the order. Please note that this includes labor for delivery and pick-up of McCormick rental equipment only. We will not be involved in any installation work and we cannot move equipment rented from other vendors.

### **Do I need to specify what rigging hardware I will need for each job?**

We will supply a job box containing rigging steel, shackles, deck chain, spansets and burlap. There will be plenty of material there for each job, but if you need more, just let us know. These rigging boxes will be provided with each rental of motors and truss. You will be provided with an inventory list of the contents of each box and we ask that all materials are returned to the box at the end of each show. Each contractor will be responsible for the content of the boxes, so we suggest that you bring padlocks to secure them for the duration of the show. There will be a replacement charge for any missing items.

### **What about last minute additions or changes?**

Just let us know about any adjustments in your order. If we have labor onsite, we will be happy to move the equipment for you. After hours equipment needs can be addressed by calling the on-duty electrician. You will be given a list of contact numbers upon delivery of your order.