

Las Vegas Convention and Visitors Authority (LVCVA)
Modified Building Users Manual (BUM)

Please reference the full Building Users Manual for additional information.

Las Vegas Convention Center Contact Information

Convention Services	702 892-2860	Fax: 702 892-2933
Food & Beverage Services (operated by Sodexo)	702 943-6779	Fax: 702 943-6782
COX Business	702 943-6500	
FedEx	702 943-6780	
Safety and Fire Prevention Office	702 892-7413	
Customer Safety Department	702 892-7400	

AEROSOL CANS

- Aerosol cans containing flammable gases or liquids are prohibited. Only empty containers may be placed on display.
- Flammable liquids, solids or gases are prohibited inside the building unless prior review and approval is obtained.

ANIMALS

- Service animals are always welcome. Refer to the Americans with Disabilities Act for the definition of a service animal.
- Permission for any animal to appear in a show or booth must first be approved by show management, then by the CSM.
- It is the animal owner's responsibility to clean up after the animal while on facility property.
- Animals: with the exception of fish, are not allowed in the building overnight.
- A separate certificate of insurance in the amount of \$1 million combined single limit bodily injury and broad-form property damage coverage, including broad-form contractual liability, naming the LVCVA as additional insured must be provided.

BALLOONS

Show management and your convention services manager (CSM) must approve the use of balloons.

Indoors

- Helium balloons, including columns and arches, must be tethered.
- Helium gas cylinders used for refilling must be secured in an upright position on ANSI-approved (American National Standards Institute) fire prevention stands with the regulators and gauges protected from potential damage.
- Overnight storage of helium or compressed air cylinders in the building is prohibited.
- Helium balloons may not be used for handouts. Blimps may not be flown around the exhibit hall.

Outdoors

- Moored balloons including hot air balloons and kites, are permitted on property with the following conditions:
- Must have approval from show management and your CSM.
- Balloons/kites must be moored and can only be used for displays.
- Balloons/kites must not exceed the height of the building.
- Hot-air balloons that are inflated and standing must have an FAA-certified pilot, with a commercial rating for lighter-than-air aircraft with the balloon at all times.

BOOTH SETUP

If approved by show management, an exhibitor has the option of contracting the setup of their booth or setting up the booth themselves. If an exhibitor opts to set up their own booth, the individuals doing the setup must be full-time employees of the exhibiting company and able to provide credentials. All persons must comply with the Occupational Safety and Health Administration (OSHA) safety standards at all times.

CHEMICALS

- All chemicals brought into the facility must be labeled as required by OSHA and accompanied by the applicable safety data sheet (SDS).
- A list of chemicals, including all SDS, must be included with your booth plan submittal to boothplans@lvcva.com.
- Exhibitors are responsible for supplying show management with all chemical information brought into the facility.
- The exhibitor is responsible for the disposal of all hazardous materials. Disposal of hazardous materials is prohibited in the sinks, sewer lines and drains of the facility.
- All chemicals shall be removed from the facility at the conclusion of the show.

CONTRACTOR AND VENDOR REQUIREMENTS

Any show appointed and/or exhibitor appointed company providing a service and/or supervision during conventions, trade shows and events at the facility must obtain an annually issued EAC permit and comply with the following:

- Annual Contractor Fee: \$250
- Certificates of Insurance (COI) — [Requirements and Sample COI](#)
 - General liability in the amount of \$1,000,000 combined single limit bodily injury and broad form property damage coverage, including broad form contractual liability.
 - Automobile liability in the amount of \$1,000,000 for any auto and/or hired and non-owned.
 - Workers' Compensation Coverage in the state of Nevada with minimum of \$1,000,000 limit. If the home state of the contractor does not have a reciprocal agreement with the state of Nevada, contact employers to obtain proper coverage. Phone 888'682-6671 or www.employers.com.

- Apply for [EAC permit](#).

DRONES/UNMANNED AERIAL SYSTEMS (UASS) GUIDELINES

UASs – Unmanned aerial systems includes all of the following:

- All drone/UAS operators must comply with all FAA requirements.
- UAV – Unmanned Aerial Vehicle
- RPAS – Remotely Piloted Aircraft System
- RC Model Aircraft
- Drone

UASs are allowed to be used indoors or outdoors with the following requirements:

- Exhibitors must have approval from show management.
- A [Drone form](#) must be completed and submitted.
- Drones/UASs carrying weapons are prohibited.
- Drones/UASs must weigh less than 55 pounds.
- Drones/UASs are restricted to within your defined booth space only.
- Drones/UASs are prohibited from flying overpopulated areas.
- Drones/UASs must be flown in a fully enclosed area (including ceiling) using netting, plastic or other safety measure. Tethering is not an approved safety measure. Netting should be of a flame-retardant material and must be sturdy enough to prevent the UAS from breaking or escaping the enclosure.
- Drones/UASs are prohibited from flying within 18 inches of any building structure including sprinklers.
- Outdoor Use Without Being Fully Enclosed
- For outdoor use of a drone/UAS that is not operated within a fully enclosed area, refer to the FAA website for more information.

EMERGENCIES

- To report an emergency, call 702-892-7400.
- Customer safety staff is trained to handle emergency situations. The Customer Safety Department is operational 24 hours a day and becomes the communications center and command post in the event of an emergency.
- The CSM is responsible for keeping show management and OSCs informed of decisions relating to emergency events in progress.
- All emergencies should be reported to the Customer Safety Department first.
- Dialing 911 will delay the response by medical personnel who may not be able to find or get to the location of the emergency.
- Report via text message: Text LVCC and your message to 78247.

FIRE AND SAFETY EXHIBIT GUIDELINES

- For outdoor structure Information please see Outdoor Exhibits.
- All means of entrance and exit must be free from obstruction at all times.
- Any individuals observed blocking, taping or propping open a door with any type of object and/ or leaving the door unsecured, will be trespassed from property.
- Each hard-wall booth must be a minimum of nine inches from the booth line for access to electrical.
- No storage of any kind is allowed behind booths or near electrical service. A one-day supply of product is permitted within but cannot be stored behind the booth.
- All fire extinguishers and emergency exits must be always visible and accessible. Should this equipment be within a booth or exhibit due to the layout of floor space, additional signage indicating fire equipment location(s) (extinguisher, hoses, etc.) will be necessary, along with accessibility being maintained at all times.
- Exhibit booth construction shall meet the requirements. The upper deck of multilevel exhibits that is greater than 300 square feet (28 sq. m) will need at least two remote means of egress. The upper deck, if occupied, must have a live load capacity of 100 pounds per square foot. All materials used in exhibit construction, decoration or as a temporary cover must be certified as flame retardant, or a sample must be available for testing. Materials that cannot be treated to meet the requirements may not be used.
- Construction and demolition of multilevel booths and exhibits require compliance with OSHA fall protection regulations for general industry requirements.
- Any single-level exhibit over 1,000 sq ft must submit a booth plan to the Safety and Fire Prevention Office for approval. Please submit plans to boothplans@lvccva.com.
- All electrical wiring must be installed per National Electrical Code® (NEC) standards.
- Use of halogen fixtures must comply with our halogen lamp restrictions.

Vehicles on display:

- Fuel-tank openings shall be locked or sealed in an approved manner to prevent escape of vapors. Fuel is limited to one-quarter its tank or five gallons of fuel, whichever is less.
 - At least one battery cable shall be removed from the batteries used to start the vehicle engine, and the disconnected battery cable shall then be taped. Batteries required to demonstrate auxiliary equipment shall be permitted to be kept in service.
 - Auxiliary batteries not connected to engine starting system may be left connected.
 - Electric and hybrid vehicles shall have their operating batteries disconnected whenever possible.
 - External chargers or batteries are recommended for demonstration purposes.
 - No battery charging is permitted inside the building.
 - Combustible/flammable materials must not be stored beneath display vehicles.
 - Fueling or defueling of vehicles is prohibited.
 - Vehicles shall not be moved during show hours.
 - 36 inches of clear access or aisles must be maintained around the vehicle.
 - Vehicles must be a minimum of 20 feet from exit of door or exit pathway.
 - There shall be no leaks underneath vehicles.
- Model/modular home displays in trade shows must be reviewed with the CSM. In addition, a floor plan of the model/modular home must be submitted to the Safety and Fire Prevention Office.
 - Vehicles in the building for loading or unloading must not be left with engine idling.
 - Except for equipment that uses LPG (propane) or natural gas as fuel, compressed gas cylinders, including LPG, and all flammable or combustible liquids are prohibited inside the building. Any other exceptions require prior approval by the CSM and the Safety and Fire Prevention Office. Overnight storage of LPG, natural gas as fuel or compressed gas cylinders is prohibited in the building. The following regulations apply to the use of LPG inside and outside the facility. Any use of LPG on property must be approved prior to arrival by the Safety and Fire Prevention Office.
 - When approved, LPG (propane) containers having a maximum water capacity of 12 pounds [nominal 5-pound LP-Gas capacity] may be permitted temporarily inside the convention facility for public exhibitions or demonstrations. If more than one such container is in an area, the containers shall be separated by at least 20 feet.
 - Any exception to the first two requirements above must be submitted for review and approval by the Safety and Fire Prevention Office and the CSM.
 - All LPG containers must be separated and inaccessible to the public. Cooking and food warming devices within exhibit booths shall be isolated from the public by not less than 48 inches (1,220 mm) or by a barrier between the devices and the public.
 - The after-hours, overnight storage of any LPG container inside the convention facility is strictly prohibited. Containers must be removed at the end of each day and can be delivered back to the show floor upon the arrival of exhibit staff in the morning.
 - Propane cylinders awaiting use should be stored in a secured propane storage cage that meets the requirements of OSHA. Storage cages must be secured in designated locations outside the building.
 - No dispensing from or refilling of LPG containers will be permitted inside the convention facility.
 - Use of LPG outdoors must be approved by the Safety and Fire Prevention Office and the CSM prior to arrival on property. No outside LPG will be permitted in any areas where building exits discharge or fire department access is required.
 - When requested, areas enclosed by solid walls and ceilings must be provided with approved smoke detectors that are audible outside the area of the booth. A fire watch may be required. (See [Multilevel and/or Covered Exhibits](#) for more information.)
 - The travel distance within the exhibit booth or exhibit enclosure to an exit access aisle shall not exceed 50 feet.
 - A one-day supply of giveaway disposable lighters may be kept in the booth.
 - Exhibitors who plan to demonstrate fuel-burning appliances on property must have approval from the CSM 30 days prior to the event.
 - Fireplaces must be listed as ventless or self-venting for indoor use to obtain approval for use inside the facility.
 - Only enclosed fireplaces will be approved for use, meaning the fireplace must be enclosed with a glass front, or a protective heat/contact barrier must be installed to prevent combustible exposure or attendee contact.
 - Screen-front fireplaces will not be approved for use.
 - Exhibit design directly around the fireplace and installation of the fireplace must meet the requirement/code for permanent fireplace installation. Distances from exposure to combustibles must meet the requirements for permanent installations.
 - Fire Pits that are not fully enclosed with a glass front or a protective heat/contact barrier will require an [Open-Flame Permit](#) from Clark County Fire Department. Natural gas and approved LPG (propane) quantities will be allowed for use within the halls. A barrier is required to prevent an attendee/exhibitor from coming into contact with an open flame.
 - Please see the [Fireplace and Fire Pit Display form](#) for details on obtaining an Open Flame Permit along with the [Fire Watch Requirements form](#).

- Candles may be used for decorative purposes for events with food service (one candle per table) where the candles are supported by/on substantial noncombustible bases located to avoid danger of ignition of combustible materials. Candle flames shall be protected and enclosed so that if the candle were to tip over, there would be no risk of fire. The Safety and Fire Prevention Office has final approval to determine if a candle meets the above criteria. Candles may not be left unattended while lit.
 - If your booth is demonstrating, sampling, or using a hookah, the following items are required:
 - Keep a 5-pound ABC (2A:30BC) fire extinguisher at the booth. The fire extinguisher must have a current inspection tag. Extinguishers may be obtained from the show or a local company.
 - Keep a metal (noncombustible) bucket for hot coals.
 - The hookah must be placed on a stable, noncombustible surface (table, stand, stool, etc.). The hookah cannot be placed directly on a carpeted surface.
 - Keep all combustible materials (boxes, plastics, etc.) a minimum of three feet away from the hookah.

FLAMMABLES - Lighters, Torches, Open Flames

The Las Vegas Convention and Visitors Authority and Clark County Fire Code prohibit flammable liquid, gasses or solids in the Las Vegas Convention Center. Reasonable accommodations can be made for items that are for demonstration purposes.

Lighters

- Storage of lighters in a booth is prohibited.
- For display: Disposable lighters on display is allowed.
- For demonstration: requires an open flame permit from Clark County Department of Building and Fire Prevention. www.clarkcountynv.gov/building/fire-prevention. See additional information.
- For giveaways: Exhibitors can keep a one day supply of lighters in the booth, if giving away lighters to attendees.

Torches

- For display: Butane/propane torches for display must be empty of fuel.
- For demonstration: requires an open flame permit from Clark County Department of Building and Fire Prevention. www.clarkcountynv.gov/building/fire-prevention.

Refill Containers/Canisters

- Fuel refill containers on display must be empty. This includes all butane or propane refill tanks and containers of lighter fluid.
- All other flammables on display (such aerosol spray cans) must be empty display models.
- Applications for open flame permits can be submitted online www.clarkcountynv.gov/building/fire-prevention or by email: permits@ClarkCountyNV.gov
 - Select the box labeled Candles and Open Flames and fill out the required information prior to submitting. If you need assistance, please contact the LVCVA Safety and Fire Prevention Office for assistance, (702) 892-7413.

FOG MACHINES

- Use of all fog machines must be preapproved by the Safety and Fire Prevention Office. A demonstration of the fog machine and its intended use must be given to the office at least 48 hours in advance.
- The fog machine must be UL listed or equivalent (for its intended use).
- Fog-generating fluids must be nonhazardous and stored in the original containers that were provided by the manufacturer. The safety data sheet for fog fluid must be sent to the Safety and Fire Prevention Office for approval in advance of the event move-in.
- The SDS must remain in the booth/event location at all times.
- The facility reserves the right to limit the amount of haze produced by a show.

FOOD AND BEVERAGE

Las Vegas Food & Beverage retains the exclusive right to provide, control and retain all food and beverage services within the LVCC. Outside food and beverage are not permitted without prior approval. Fees may apply.

Preparation Within Exhibits

Whenever food or beverage is prepared within an exhibit, a [Food and Beverage Sampling/Onsite Preparation Approval Form](#) must be completed and emailed to foodprepandsample@lvcva.com. Approval from both LVCVA and the Food & Beverage Division must be received prior to finalizing your plans.

Exhibition And Display Cooking

- Temporary exhibition and display cooking are only permitted within the limitations given below.

- All cooking appliances shall be listed or approved by a nationally recognized testing agency, e.g., Underwriters Laboratories, Inc., American Gas Association.
- All cooking equipment is to be operated according to the manufacturer's operating instructions. Equipment listed or designed for outdoor use shall not be used indoors.
- All multiple-well cooking equipment using combustible oils or solids and cooking surfaces, i.e., grills that exceed 288 square inches (2 square feet) that produce grease-laden vapors, must have a fire-extinguishing system installed and an exhaust duct system complying with the currently adopted Mechanical Code.
- All single-well cooking equipment (deep-fat fryers) and operations using combustible oils or solids shall meet all the following criteria:
 - Metal lids sized to cover the horizontal cooking surface are to be provided.
 - The cooking surface is limited to 288 square inches (2 square feet).
 - The equipment shall be placed on a noncombustible or limited combustible surface. Examples include concrete floors and fire-retardant-treated (FRT) plywood. The noncombustible surface must extend three feet in front of the fryer.
 - The fryer is to be separated from all other equipment by a distance not less than 24 inches.
 - These cooking displays must be separated from all other combustibles by a distance not less than 10 feet.
 - The volume of cooking oil per appliance is not to exceed three gallons.
 - The volume of cooking oil per booth is not to exceed six gallons.
 - Deep-fat fryers shall be electrically powered and have a shut-off switch.
- Other appliances for exhibition cooking shall also be limited to 288 square inches (2 square feet) in area. Examples: induction cooktops, ranges, electric warmer, single- ranges or multiple- burner ranges.
- A minimum of one Class-K fire extinguisher shall be located within 30 feet of each deep-fat fryer and each grill or other appliance producing grease-laden vapors.
- A minimum of one Class 2A-30BC fire extinguisher shall be located within each booth with additional or other display cooking, such as baking, sautéing, braising, stir frying, convection cooking, warming of food, and all other like applications.
- Solid fuels, including charcoal and woods, are prohibited within exhibit halls.

Food Sampling Information

The Southern Nevada Health District enforces regulations for the sampling of food during trade shows.

A [Food and Beverage Sampling /Onsite Preparation Approval form](#) must be completed and emailed to foodpreandsample@lvcva.com by exhibitors who are giving away free food or beverage. Approval from both the LVCVA and the Food & Beverage Division must be received prior to finalizing your plans.

- Once the form has been submitted, a member of the Las Vegas Food & Beverage management team will contact you.
- All items to be given away are limited to sample sizes.
 - Nonalcoholic beverages: 3 oz.
 - Food items: 2 oz.
- Any food or beverage items not directly manufactured by the exhibitor must be purchased from and supplied by our exclusive food and beverage provider.
- If sampling of open food or beverage is conducted at a booth, then both a hot-water hand- washing station and a sanitizing station will be required.
- Handwashing and sanitization stations may be purchased through the food and beverage division or provided by the exhibitor. If provided by the exhibitor, contact the Southern Nevada Health District.
- Hot water for handwashing will be provided. Hot-water refill station(s) will be available on the show floor. Check with show management for the location(s).
- If any alcoholic beverages are to be served, exhibitors must contact our Food & Beverage Division for approval and follow the Nevada Department of Taxation guidelines regarding liquor at trade shows. All alcoholic beverages must be served by our bartenders/servers who are TAM certified. Some exceptions may apply.

If you have any questions, contact the LVCVA's Food & Beverage Division at 702-943-6779 or email exhibitorcateringlvcc@sodexo.com.

GAMING/RAFFLES

For raffle/gaming inquiries, please contact the Nevada State Gaming Control Board at 702-486-2020.

HALOGEN LAMP RESTRICTIONS

The use of stem- or track-mounted halogen light fixtures is not allowed unless items meet the following requirements:

- Must use a self-shielded bulb.

- Bulb wattage must not exceed the listed wattage permitted by the fixture manufacturer.
- Wattage may not exceed 75 watts.

HAND CARRY

- Exhibitors may hand carry their merchandise from a privately-owned vehicle.
- All vehicles must be parked in a parking lot; no curbside parking allowed.
- The use of hand carts and dollies is not permitted.

MULTILEVEL AND/OR COVERED EXHIBITS (INDOOR)

It is the responsibility of the EAC and anyone erecting a structure to ensure that all rules within this section are followed. The EAC has the responsibility to work with the client to ensure booth plans, as required by this section, are submitted to the Safety and Fire Prevention Office no later than 30 days before the first day of move-in for the event. Plans used for prior shows must be resubmitted for approval each time for the upcoming show.

Multilevel or covered areas – Definitions:

- Multilevel – Any occupied second story or greater, which is accessible by an approved means of egress.
- Covered Area – Any area that covers the exhibit space and prevents the building fire sprinkler system from discharging water unobstructed to the floor. This will include single-story exhibits with ceilings, upper-deck exhibits, roof, overhead lighting installations, and any materials hanging or installed overhead that are not recognized as acceptable for use under fire sprinkler systems by fire code.
- Means of Egress – An approved stairway or ramp constructed to the specifications of the code used for access and exiting.
- Multilevel or covered contiguous areas in excess of 1,000 square feet are required to have a fire sprinkler system installed under the entire area and every level of the exhibit only when the following conditions apply:
 - The exhibit is used in an event where the duration is seven calendar days or longer.
 - The exhibit contains display vehicles.
 - The exhibit contains open flame.
 - The exhibit contains hot work.
- Any upper-deck area to be occupied must have an approved plan with an engineer stamp registered in the state of Nevada.
- Multilevel areas that are greater than 300 square feet or will occupy more than nine persons shall have at least two remote means of egress.
- Means of egress shall be of an approved type and constructed to the requirement of the code.
- Spiral stairs are not allowed. Spiral stairways are not an approved means of egress for areas occupied by the public, visitors, or clientele.
 - Exemption: Areas less than 250 square feet shall have a 6 3/4-inch minimum clear tread depth at a point 12 inches from the narrow edge. The riser shall be sufficient to provide a headroom of 78 inches minimum, but riser height shall not be more than 9 1/2 inches. Minimum stairway clear width at and below the handrail shall be 26 inches.
- Exhibits with multilevel or covered areas exceeding 300 square feet in size will require the installation of battery-operated smoke detectors. Any covered area that is also enclosed will require the installation of battery-operated smoke detectors regardless of the size of the area. All smoke detectors will emit an audible alarm that can be heard outside of the area.
- Any single-level exhibit over 1,000 square feet or exceeding 300 square feet of contiguous covered area (see “covered area” definition above) and all multiple-level exhibits must submit a booth plan to the Safety and Fire Prevention Office for approval. Plans must be submitted in CAD format via email to boothplans@lvcva.com.
- Under certain circumstances, it may be deemed necessary by the Safety and Fire Prevention Office to require a fire watch for an exhibit.

TRUSS STRUCTURES

All truss structures require plans to be submitted to Safety and Fire Prevention 90 days in advance and must meet ANSI regulations E-1.21. Depending on size, attachments and weight, the facility may require a third-party engineer’s stamp of approval. The engineer’s stamp of approval must include wind load and seismic load. This will be at the exhibitor’s expense. Please send to boothplans@lvcva.com.

If an exhibitor(s) has their own ballast (weight), but it is deemed insufficient by the facility, they must procure additional ballast from a local source and/or the show’s OSC at their own expense.

PERMITS

For assistance with Clark County Building and Fire Prevention permitting, contact the Safety and Fire Prevention Office at 702-892-7413 or boothplans@lvcva.com.

Permits from Clark County Building and Fire Prevention are required for the following:

- Temporary outdoor tents and membrane structures over 400 square feet
- Canopies with a footprint greater than 700 square feet
- Hot works
- Spray and dipping booths
- Cryogenic fluids
- Compressed gases
- Mobile fueling of vehicles/fuel storage
- Open flames and candles not used for food warming
- Open-flame torches
- Flame effects and pyrotechnics
- Carnivals
- Outdoor, multilevel structures
- Outdoor structures over 2,500 square feet
- Structures with occupancy of more than 1,000
- Structure is connected to and received structural support from an existing building

Clark County Building and Fire Prevention also provides blanket permits for multiple exhibitors applying for the same permit at the same show for: hot works, spray and dipping booths, cryogenic fluids, and compressed gases. [Clark County Permit](#), a blanket permit, must be submitted to Clark County Building and Fire Prevention office by show management.

PERSONAL MOBILITY DEVICES

The use of Segways®, skateboards, hover boards, scooters and all other devices not approved as ADA required mobility devices are not permitted on property.

ROOF ACCESS

- Anyone requiring roof access must obtain approval in advance. To do so, submit [roof access form](#) to conventionservices@lvcva.com.
- Once written approval has been given, go to the Facility Support office (near freight door 12) on the specified installation date to complete the process.
- Roof access is by appointment only. Standard appointment times are available seven days a week between the hours of 7:30 a.m. to 3:30 p.m.
- A current driver's license or valid state ID, ESCA/WIS ID, or trade union badge must be surrendered before any pass is issued
- Facility Maintenance staff will escort persons desiring roof access and unlock the associated roof hatch.
- Items placed on the roof must bear the contractor's name, booth number and show name.
- Anyone accessing the roof without a pass will be trespassed.
- Access to the roof areas via lift is restricted to designated areas and must have prior approval from Facility Maintenance.
- Fall protection must be used when required by OSHA.
- Foot traffic over roof surfaces must be via mats where provided.
- Penetration of the roof surface is prohibited.
- Disconnecting of roof drains for any reason is prohibited.
- Show-related equipment must be removed during move-out of the show.
- Individuals blocking or taping open any roof access doors will be trespassed from property.
- Satellite pads are available on the roof of halls C1-C5, N1-N4, and S3-S4.
- Roof access passes expire at the end of each day. No work is permitted on the roof during inclement weather or after dark.

West Hall Only

- Roof access is limited to installation of satellite/antenna installation. Two designated loading platforms are available, and roof access will only be authorized for the roof hatch immediately below the loading platforms. Those granted roof access must remain on the loading platforms; anyone found outside of the platforms will be trespassed. All cabling/wiring will be routed via only the designed and installed roof penetrations, no cabling/wiring will run through the roof access door, and no cabling/wiring can run across the roof from one platform to the other. Once loading platforms are determined to be at maximum use, no additional roof access will be granted.

Satellite/Antenna Installation

- Equipment installation requires roof access form.

- Cox Business has exclusive rights for all cable runs.
- All satellite dishes must be placed on a three-quarter-inch carpeted piece of plywood.
- Equipment can only be mounted on roof platforms, and not on any other roof surface.
- The mounting of equipment on antenna masts is permissible where available. Contact your CSM for further information.
- Roof walkways must be used when available.
- Satellite dish size is restricted to 39 inches, with no exceptions.
- Installer is responsible for removal of satellite and any debris after the show or event concludes.
- The use of sandbags or cinder blocks is prohibited.
- Cable may not be laid through roof hatches.
- Aluminum-clad, flooded, jacketed cable is not permitted.

SHIPPING & RECEIVING OF EXHIBITOR MATERIALS/PRODUCT

The facility is unable to accept any goods shipped to the building for show management or any exhibiting company. Your OSC will handle the shipping and receiving of all goods.

SOUND LEVELS

The LVCVA retains the right to regulate the volume of any sound, whether it be music, voice, or special or artificial effects to the extent that the same interferes with other lessees within the facilities.

VEHICLES ON DISPLAY

- Fuel-tank openings shall be locked or sealed in an approved manner to prevent escape of vapors.
- Fuel tanks shall not contain more than one-quarter their capacity or more than five gallons of fuel, whichever is less.
- At least one battery cable shall be removed from the batteries used to start the vehicle's engine, and the disconnected battery cable shall then be taped.
- Auxiliary batteries not connected to engine's starting system may be left connected.
- Electric and hybrid vehicles shall have their operating batteries disconnected whenever possible.
- External power is recommended for demonstration purposes.
- Battery charging is not permitted inside the building.
- Combustible/flammable materials must not be stored beneath display vehicles.
- Fueling or de-fueling of vehicles is prohibited
- Vehicles shall not be moved during the show and will remain off while freight doors are closed.
- 36 inches of clear access or aisles must be maintained around the vehicle.
- Vehicles must be a minimum of 20 feet from exits or exit pathways.
- Vehicles placed in lobbies and meeting rooms must have approval of the CSM.
- Visqueen must be used under vehicles on display in lobbies and meeting rooms.

Electrical Vehicles (EV)

- EVs are not allowed to be charged indoors.
- Any EVs brought into the building must have prior approval. Specifications of the battery and vehicle must be submitted to the Safety and Fire Prevention Office at boothplans@lvcva.com.
- [Click here](#) to complete and submit the Electric Vehicle Form.

WEAPONS

A personal or concealed weapon of any type is not permitted anywhere on the campus of the LVCC.

Nevada Revised Statute 202.3673 prohibits concealed weapons of any type on facility property(ies).