WasteExpo by informa

CONFERENCE: May 3-6, 2027
EXHIBIT HALL: May 4-6, 2027
Las Vegas Convention Center, Las Vegas, NV

Event Policies - 2027

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Access To the Exhibit Hall

Exhibitor personnel may access the exhibit hall per the schedule below. Exhibitors may work past posted times during move-in and move-out, however the exhibit hall will be secured with limited in/out privileges after a specified time each day. Please notify your floor manager onsite if you have plans to work outside of published hours. On show days, exhibitors must exit the hall at the close of the show. Any exhibitor requiring access to the exhibit hall outside of published hours should complete the Booth Approval Form linked in the Exhibitor Service Kit.

Beginning at **8:00 AM** on **Saturday, May 1**, all Exhibitors must have a printed exhibitor badge from Registration to access the show floor.

Please note that move-in for this event is targeted. The targeted move-in plan can be found in the **Move-In/Move-Out Information** and **Target Floorplan** tab of the Exhibitor Service Kit. Direct freight shipments arriving off target may be subject to wait times and/or additional fees.

EXHIBITOR MOVE-IN SCHEDULE

Day of Week	Date	Published Start Time	Published End Time	Exhibitor Access Begins
Thursday	April 29	1:00 PM	4:30 PM	1:00 PM
Friday - Monday	April 30 – May 3	8:00 AM	4:30 PM	7:00 AM

All In/out Access for Exhibitors will end at 7:00 PM every day during Move-In.

SHOW DAYS

Day of Week	Date	Published Start Time	Published End Time	Exhibitor Access Begins	In/Out Access Ends
Tuesday	May 4	10:00 AM	5:00 PM	8:00 AM	6:00 PM
Wednesday	May 5	10:00 AM	5:00 PM	8:00 AM	6:00 PM
Thursday	May 6	10:00 AM	1:00 PM	8:00 AM	9:00 PM

EXHIBITOR MOVE-OUT SCHEDULE

Day of Week	Date	Published Start Time	Published End Time	Exhibitor Access Begins	In/Out Access Ends
Thursday	May 6	10:00 AM	1:00 PM	2:00 PM	9:00 PM
Friday	May 7	8:00 AM	2:30 PM	7:00 AM	2:30 PM

All portions and components of exhibitor booths must be removed from the exhibit hall and facility no later than **Friday, May 7** at **2:30 PM.** To meet this move-out deadline, all carriers should be checked-in **NO LATER THAN 8:00 AM on Friday, May 7.**

Age Restrictions

Show Days: During show days, persons under the age of **18** are allowed on the show floor during exhibit hours, provided that they have an event badge/wristband AND are under direct adult supervision at all times. Badges and wristbands for children under **18** years of age are available complimentary and can be obtained at Registration onsite. Children attending with a complimentary children's pass are NOT permitted to attend sessions in classrooms.

Move-In/Out: Persons under the age of 18 ARE **NOT** allowed on the show floor during move-in and move-out, even if badged and/or supervised. This age restriction is strictly enforced, and there are no exceptions to this rule.

Aisle Space – Usage & Restrictions

Aisles, passageways, and their corresponding overhead spaces remain strictly under the control of Show Management. No signs, decorations, banners, advertising matter, or exhibit components may protrude into the aisle or encroach upon neighboring booths. Uniformed attendants, models, mascots, and other exhibitor personnel, must remain within their booth space. Walking the aisles or using aisle space around the booth is not permitted. All advertising distribution must also occur within the confines of the exhibitor's booth.

Amendment To Regulations

Rules and regulations outlined in this document will remain in effect during the entire installation, show days, and dismantle period of the event. In addition to these regulations, those outlined in the Waste Expo Customer Application & Exhibit Space Contract will also be in effect and enforced. Matters not specifically covered by either of these documents will be subject solely to the judgment of Show Management. Show policies and regulations may be amended at any time with reasonable notice.

Banners & Signs

All banners & signage must be professionally created, and all content is subject to Show Management review / approval. Handwritten signage is not allowed in the exhibit hall. Hanging signs are permitted in island booths 400 sq. ft. and larger; hanging signs are NOT permitted over inline or perimeter booths. All overhead rigging work must be performed by the exclusive rigging provider for the event. Overhead signage and rigging work must fall within the booth line of the contracted exhibit space and may not exceed the maximum allowed height of **24'.** No portion of a hanging sign may be within ten feet (10') of an adjacent exhibitor. To facilitate move-in and installation efficiency, hanging signs should be shipped to the advance warehouse address, using

the Hanging Sign shipping label. Hanging signs arriving direct to show site may be subject to wait times and additional labor fees.

Booth Equipment

Each inline booth will be set with 8' high back drape and 3' high side drape and be provided a complimentary identification sign. Show Management requires that all exhibitors provide floor covering for their exhibit space. Flooring is **NOT** included with your booth; electricity, flooring, furnishings, displays, and any other items needed to exhibit are the responsibility of the exhibitor.

Aisles in the exhibit area will be carpeted.

Booth Staffing

Exhibits must be staffed during official show hours. Booth representatives must wear official show badge credentials at all times.

Code Of Conduct

We want everyone who comes to our events to have a great experience. Safety, respect, and consideration are integral to this. While issues are rare, we want to be clear about the standards and expectations in place at our events, because everyone has a role to play in getting it right.

We have a zero-tolerance policy towards any verbal or physical threats, violence, abuse, or harassment. Anyone asked to stop unacceptable behavior is expected to comply immediately. Everyone in attendance at our events is expected to comply with our Code of Conduct, and we reserve the right to assess whether someone has complied with the Code of Conduct and determine appropriate actions.

To read our full Code of Conduct, please visit the page linked here [INFORMA EVENTS] or you can find in the **Show Information section** of the Exhibitor Service Kit.

Demonstrations And Entertainment – "Good Neighbor Policy"

As a matter of safety and courtesy to others, exhibitors should conduct presentations and demonstrations in a manner which ensures all exhibitor personnel and attendees are within the limits of the contracted exhibit space and do not overflow into aisle space or neighboring exhibit spaces. It is the responsibility of each exhibitor to arrange displays, products, or machinery in a manner that will ensure compliance. All exhibitors are expected to follow a "Good Neighbor Policy" when exhibiting. Lighting and sound used for, or generated by, demonstrations and entertainment should be kept to a level that is not disruptive to neighboring exhibitors. Show

Management reserves the right to request that entertainment or demonstration cease or be limited if it is determined, at Show Management's sole discretion, that the activity is disruptive. See Music & Sound for sound decibel requirements.

Demonstrations – Safety, Set-Up, And Responsibilities

The trade show floor is a different environment from a shop or fabrication plant. The safety and protection of attendees and exhibitors is of primary concern to Show Management, and the rules and regulations concerning the demonstrations provided below will be strictly enforced.

ALL EXHIBITORS PLANNING TO DEMONSTRATE A TOOL, MACHINE, PROCESS, OR OTHER ACTIVITY MUST FILL OUT THE BOOTH APPROVAL FORM LOCATED IN THE REGULATIONS AND GUIDELINES SECTION OF THE EXHIBITOR SERVICE KIT FOR SHOW MANAGEMENT APPROVAL. Failure to submit your request may result in activities being limited and/or discontinued onsite if the demonstration is deemed unsafe or unsuitable for a tradeshow environment. Please note that pre-approval of a demonstration DOES NOT guarantee that it will be allowed to occur onsite; Show Management reserves the right to limit or discontinue a demonstration that is deemed to be unsafe or disruptive.

Demo Hours and Set-Up Considerations: Exhibitors may conduct equipment demonstrations at any time during the trade show hours. If you are demonstrating more than one piece of equipment, placing individual demonstrations in different areas of your booth is most effective. Demonstrations must be set back at least 3' from the booth line. Aisles are to be used as passageways and are not areas for attendees to congregate while watching demonstrations.

Machinery Demonstrations: Any powered machinery must be equipped with safety devices to shut the machinery off in the event that a person enters an unsafe area during the demonstration. Any safety equipment required or recommended while performing the demonstration activity must be worn. Exhibitors are required to provide adequate PPE for attendees and for employees conducting demonstrations.

Demonstrations Involving Water: All water must be contained within the demonstration area and disposed of outside the exhibit hall; water used in demonstrations may not be disposed of via convention center sinks or restrooms. Water leaking into the exhibit hall or aisle will result in the demonstration being closed until the water is contained and the area is dry. Any cleaning expenses resulting from demonstrations are the responsibility of the exhibitor.

Wastewater and Slurry: Exhibitors are responsible for removing wastewater and slurry from their demonstration. Be sure you have a wet-vac, drip bucket or other means of eliminating waste. Wastewater and slurry must be dumped in designated areas ONLY. Wastewater and slurry cannot be disposed of through the convention center floor drains or restroom facilities. Exhibitors are responsible for labor and disposal costs associated with the removal of slurry.

Demonstrations Involving Chemicals: If you plan to use chemicals in your demonstration, please provide Show Management with MSDS forms or other appropriate information. MSDS forms should be submitted pre-event and must also be available from the exhibitor at all times during the event. All chemicals must be disposed of properly and in an environmentally safe manner. The use of hazardous and/or flammable chemicals will be limited to the fire and facility approved regulations.

Protection of the Facility: It is the exhibitor's responsibility to protect the event facility from damage due to demonstrations. The floor under your demonstration should be covered with plastic sheeting or an appropriate barrier to protect it from the activity you are performing. Any damage to the floor or carpet in your exhibit space while performing an approved demonstration is the responsibility of the exhibitor.

Discarded Exhibit Materials

Exhibitors are required to remove all materials brought into the event facility. If there are portions of an exhibit that require post-show disposal, exhibitors must arrange for those items to be disposed of properly. Leaving materials in a booth space without arrangements for disposal is prohibited. Exhibitors leaving discarded material in their booth space without arrangements for shipping out or disposal will be billed for labor required to remove items and for related disposal fees.

If you have items or materials that you do not wish to ship out post-event, please consider donating to our official event donation program. All donations must be reviewed and approved by Show Management, as not all materials can be accepted by our donation recipients. For more information on our post-show donation program, please review the Show Information section of the Exhibitor Service Kit.

Dismantling

All displays must remain fully intact until the official close of the show on the final show day. No exhibitor may begin dismantling or packing before **1:00 PM** on **Wednesday, May 6.** Early dismantling, packing, or move-out may result in loss of future exhibit opportunities.

Exhibit Space Contract Terms & Conditions

To review the terms and conditions of your exhibit space contract, please review them [HERE] on the Event Website or in the Rules & Regulations Section of the Exhibitor Service Kit. The rules and regulations outlined in both this document and in the Exhibitor Service Kit are a part of the agreement made between WasteExpo and the exhibitor, when a booth contract is received and accepted.

Exhibit Space Payment

Exhibitors must pay all fees related to exhibiting prior to event move-in. This includes booth space payments, sponsorship payments, and Exhibitor Appointed Contractor (EAC) fees. Failure to pay required fees pre-show may result in delays accessing the exhibit hall during installation.

Exhibitor Appointed Contractors (EACs)

Exhibitor Appointed Contractors (EACs) are companies that an exhibitor hires other than official show vendors, to perform work in their booth. The official General Service Contractor for an event (i.e. GES) is not considered an EAC. Exhibitors using one or more EACs must designate each EAC company via the link located in the Exhibitor Appointed Contractors (EACs) and Third Party Section of the Exhibitor Service Kit and pay the required fee for each designation. EACs must be designated and complete the EAC process and payment before they are allowed on the show floor. All Exhibitor Appointed Contractors are required to supply a certificate of insurance showing the specified minimum coverages for the event (see details and sample COI in the Exhibitor Service Kit). Certain services are exclusive and may only be performed by an exclusive service provider. Exclusive services that may NOT be performed by an EAC include: catering, cleaning, electrical, internet, material handling, plumbing, overhead rigging, security, and telephone.

Exhibitor Registration & Badge Allotment

Exhibiting companies are required to register staff through the event's Registration website. A link to the Exhibitor Registration site will be posted on the Exhibitor Hub homepage. Exhibitors receive a badge allotment for staff based on booth size. If you have questions about your badge allotment, please contact your Sales Account Executive.

Firearms / Weapons Policy

The concealed and/or open carrying of firearms or weapons of any kind is strictly prohibited during all activities and functions of this event.

Floor Covering Requirements

Show Management requires that all exhibitors provide floor covering for their exhibit. Floor covering may be provided by the exhibitor, rented from the General Service Contractor, or provided by an EAC. Please note that floor covering provided by any entity other than the General Service Contractor will be subject to material handling charges when brought into the exhibit facility. All floor covering must have a professional appearance and may not cause any damage to the convention center floor beneath it.

Giveaways, Door Prizes, Raffles & Gambling

Exhibitors are allowed to register attendees for prizes and giveaways. All activities must take place within the confines of the exhibitor's booth. NO announcements over the public-address system will be allowed for such activities.

Exhibitors considering use of gambling or game-of-chance activities are responsible for confirming that these activities fall within legal requirements.

Good Taste and The Rights of Others

Show Management may require an exhibitor to make changes in their exhibit if the exhibit does not conform to prevailing standards of good taste. Changes will also be required if the exhibit interferes with the rights of other exhibitors. Show Management reserves full discretion in determining what constitutes "good taste" and "the rights of others."

Gratuities / Tips

Convention center and union labor employees are not permitted to accept gratuities of any kind. If you are solicited for a tip by any individual, please report it to Show Management.

Hospitality Functions

Only exhibiting companies are permitted to host a hospitality function in an official show hotel, or at the convention center. All requests for hospitality suites or public function spaces must be approved through Show Management. Exhibitors hosting hospitality functions must refrain from holding these activities during official show hours. To submit a request to host an event or function during the show, please fill out the Booth Approval Form located in the Regulations and Guidelines section of the Exhibitor Service Kit.

Installation Deadline

All booth installations must begin by no later than **12:00 PM (noon)** on **Monday, May 3** and must be completed by **8:00 AM** on **Tuesday, May 4.**

To ensure that the show floor is ready for opening, if installation has not started by **3:00 PM** on **Monday, May 3** Show Management reserves the right to have a display installed at the exhibitor's expense, to assign the space to another exhibitor, or to set the space with another purpose. All crates must be tagged with an empty sticker in preparation to be moved off the floor by **3:30 PM** on **Monday, May 3.**

Labor charges associated with exhibitors arriving after the installation deadline are the responsibility of the exhibitor.

Insurance

All exhibitors are required to carry insurance in accordance with Section 19.1.1 of the WasteExpo Exhibit Space Terms and Conditions. Exhibitors who do not carry sufficient insurance coverage to meet these requirements may purchase a show-specific insurance policy from our official vendor. Information on purchasing a show-specific insurance policy may be obtained in the Additional Show Services section of the Exhibitor Service Kit.

Labor For Installation & Dismantle

Exhibitors have several options when choosing how to install and dismantle exhibits.

Full-time company personnel of the exhibiting company may set-up and dismantle an exhibit. If full-time company personnel are used, they MUST carry positive company identification, such as a medical identification card or payroll stub. In certain cities, additional restrictions apply to the use of full-time company personnel; please see detailed information on labor regulations in the Facility & Exhibit Regulations document in the Exhibitor Service Kit.

The **General Service Contractor** may be hired for labor services. If you choose to use the General Service Contractor (i.e. GES) for I&D labor, you do NOT need to appoint them as an EAC, provide a certificate(s) of insurance, or pay the EAC fee.

Exhibitors may also hire an **Exhibitor Appointed Contractor (EAC)** to perform I&D work. EACs who are not official show contractors must by designated by the exhibitor, submit their certificate(s) of insurance, and pay required EAC fee(s) before being approved to enter and work in the exhibit hall.

Music & Sound

The use of sound or music in exhibits is permitted but must be controlled. Sound of any kind may not be projected outside the confines of the booth. The normal non-objectionable limit is 95-100 decibels; however, Show Management solely reserves the right to determine if sound generated by an exhibit booth is acceptable and appropriate. If sound is deemed to cause a disturbance to the show or neighboring exhibitors, Show Management reserves the right to request modification and/or termination of the sound. Exhibitors are expected to follow a “Good Neighbor Policy” while exhibiting; failure to abide by this policy and refusal to comply with Show Management requests may affect your ability to participate in future events.

If music is used as part of an exhibit, it is the exhibitor's responsibility to secure the appropriate licensing and/or pay appropriate licensing fees.

Non-Exhibiting Companies

Manufacturers and distributors who attend the event but do not exhibit are expected to participate in the capacity of an attendee. Non-exhibiting manufacturers observed approaching buyers in the aisle or in another exhibitor's booth should be reported to Show Management. These individuals will be asked to leave the event immediately. This rule is strictly enforced with the intent of preserving the integrity of the event and maintaining a good relationship between buyers and exhibitors.

Paging / PA System Usage

Use of the venue's paging / PA system is not allowed for any reason other than official show announcements. Show Management will not make PA announcements at the request of, or on behalf of, exhibitors or attendees for any reason.

Photography & Video Regulations

Photography and/or videography of any display or product other than the exhibitor's own is prohibited unless permission has been obtained from Show Management AND the firm whose booth/product is being photographed/filmed. WasteExpo will employ an official show photographer to capture event photos and reserves the right to utilize photos of exhibitor's products and booths for the sole purpose of event promotion.

Product Sales

No direct or retail selling is permitted on the Show floor. Attendees may place orders with exhibitors for products/services during the event, but the product or service ordered/purchased must be delivered to the attendee after the close of the show.

Prohibited & Restricted-Use Items

To maintain a safe and clean show floor, usage of certain items is prohibited and/or restricted. Please see below for items that are prohibited or restricted by WasteExpo. Additional details about items prohibited and restricted by the event facility may be found in the Facility & Exhibit Regulations document in the Exhibitor Service Kit.

Use or distribution of **Glitter**, **Confetti**, **Popcorn**, and **In-Shell Peanuts** is prohibited at WasteExpo. Any exhibitor who utilizes these prohibited items is responsible for all associated clean-up fees (both inside and outside their booth space).

Balloons – The use of balloons of any type must be approved by Show Management.

Helium & Compressed Air Cylinders – These items may not be stored in booths or in the exhibit hall at any time (during show hours, or overnight).

Lasers, Lighting, & Special Effects - Exhibitors planning to use any type of lasers or other special effects must request and receive permission from Show Management. Lighting used in a booth display may not be directed at, or interfere with, a neighboring exhibit.

Drones & Other Flying Devices – Exhibitors may not fly drones, blimps, or other airborne devices in any area of the event, inside or outside of the building. If you wish to demonstrate a product that requires a flying device, please contact Show Management.

Motorized & Wheeled Devices – The use of motorized and/or self-propelled wheeled devices (such as bicycles, scooters, Segways, and skateboards) is prohibited on the show floor for any reason other than a documented disability accommodation.

Protection Of Property

Show Management will provide general perimeter security. Exhibitors must arrange for the safekeeping of their goods before show opening, during show hours, and after the closing of the show. No responsibility is assumed by Show Management, or any of its contractors, for lost or damaged merchandise. All exhibitors are required to carry minimum insurance coverage to participate in the event; temporary insurance policies for the show may be purchased through our official insurance vendor. Exhibitors may order security for their booth; please see the booth security order form located in the Additional Show Services section of the Exhibitor Service Kit.

Quality Of Visual Booth Display

All exhibits are expected to have a clean, neat, and professional appearance. Show regulations require that all visible surfaces of an exhibit be “finished” and that all unfinished portions of an exhibit be covered. Drape to cover unfinished surfaces may be ordered from the General Service Contractor, or exhibitors may provide and install their own covering. Expenses related to covering unfinished portions of an exhibit are the responsibility of the exhibitor.

Smoking & Vaping

Smoking and vaping are not permitted in the exhibit hall, classrooms, lobbies, or meeting space at WasteExpo. Smoking and vaping are allowed only in designated areas specified by the venue.

Storage

Storage behind exhibit booths is not permitted. All empty containers should be labeled and placed into empty storage by **4:00 PM** on **Monday, May 3.** Empty storage (crates, boxes, skids) is included in material handling charges for all items that are received by the General Service Contractor. Accessible storage for items needed during the show can be arranged through the GSC for an additional fee. Empty containers will automatically be returned following the close of the show and aisle carpet removal.

Subletting

No exhibitor may assign, sublet or apportion any of their contracted exhibit space.

Suitcasing

“Suitcasing” is the act of soliciting business in the aisles of the exhibit hall or in other spaces, such as another company’s booth, the convention center lobby, or a hotel lobby. This practice is prohibited by Show Management. If you observe “suitcasing” during the event, please report it to Show Management. Opportunities to promote outside of your booth space are available through our sponsorship program; please contact Show Management for details.

Sustainability

Through our **Better Stands Initiative**, Informa is committed to working with our customers to eliminate the use of disposable stands and tradeshow displays at our events. We believe that by moving away from the use of disposable exhibition stands, we will improve the ease, quality, safety, and sustainability of the exhibitor experience. Exhibitors should consult with all relevant stakeholders in the production of your exhibit (including, if applicable, your Exhibitor Appointed Contractor/EAC) to ensure that your exhibit is constructed of reusable and/or recyclable materials. Booths constructed of disposable or one-time-use materials will be recorded, and disposal fees will be incurred. If you are interested in learning more about reusable and/or recyclable exhibit options or providers, please contact Show Management, and we will be happy to assist you.

If you have items or materials that you do not wish to ship out post-event, please consider donating to our official event donation program. All donations must be reviewed and approved by Show Management, as not all materials can be accepted by our donation recipients. For more

information on our post-show donation program, please review the Show Information section of the Exhibitor Service Kit.

Unauthorized Solicitation – Attendee Lists, Hotels, Publications

Please be aware of companies that are not affiliated with WasteExpo that attempt to sell products or services. We never supply these companies with exhibitor data or contact information. If you have a question on whether a provider is legitimate, please reach out to Show Management for assistance.

Attendee Lists: This event does not sell attendee data. Do not get scammed by companies offering to sell attendee lists. These companies are in no way associated with WasteExpo and do not have access to legitimate attendee data. Report any attendee list solicitations to Show Management.

Unauthorized Housing Providers: onPeak is our Official Housing Provider. Any other housing company or travel service that contacts you by phone or email regarding hotel and travel arrangements is not legitimate. Report any unauthorized housing or travel solicitations to Show Management.

Unauthorized Publications: You may receive solicitations to advertise in publications that are not affiliated with WasteExpo. Advertising with unofficial publications does not jeopardize your relationship or standing with the event. If you would like to advertise in an official show publication, please contact your Sales Account Executive for more information.

Used Equipment

No used, reconditioned, trade-in equipment (or the like) may be displayed.

Violation Of Rules & Regulations

Show Management reserves the right to terminate the privileges of any exhibitor at any time if Show Management determines, in its sole discretion, that an exhibitor is conducting its exhibit in such a fashion that might reflect unfavorably upon Show Management or the show. In the event of termination by Show Management, the exhibitor shall promptly remove all equipment and personnel from the exhibit area. No portion of payments paid or owed to Show Management based on the exhibit shall be refundable. Exhibitors who violate show rules and regulations may be subject to forfeiture of priority points and lose future opportunities to exhibit.