WasteExpo by informa

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

Facility & Exhibit Regulations - 2027

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Americans with Disabilities Act Regulations – Exhibitor Compliance

Exhibitors are fully responsible for complying with the Americans with Disabilities Act (ADA), as updated from time to time, with regard to booth space and any other aspect of Exhibitor's participation in the event, including, but not limited to, the wheelchair access provisions. Informa has the right, but not the responsibility, to assess Exhibitor's compliance with the ADA at any time before or during the Event and to enforce compliance; failure to comply may result in Exhibitor's removal from the Event at Informa's sole discretion, and Informa shall have no liability to Exhibitor for such removal. Exhibitors shall indemnify, hold harmless and defend Informa Markets, its affiliates, officers, directors, agents, members and employees from and against any claims, liabilities, losses, damages and expenses (including attorneys' fees and expenses) resulting from or arising out of the exhibitors' failure or allegations of exhibitors' failure to comply with the provisions of the ADA.

Animals In Exhibits / Events

Service animals are always permitted. Per LVCC guidelines in accordance with ADA regulations, the definition of "service animal" is limited to a dog or miniature horse that is individually trained to perform tasks for an individual with a disability. The task(s) performed by the animal must be directly related to the person's disability. Under the ADA, "comfort," "therapy," or "emotional support" animals do not qualify as service animals.

Permission for any other animal(s) to be in an exhibitor booth must be requested from and approved by Show Management by **March 26, 2027.** In order to be considered for approval, the following criteria must be met:

- 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.

If approved, the following rules must be followed. Failure to follow them will result in permission being revoked.

- Animals, with the exception of fish, are not allowed in the building overnight.
- It is the animal owner's responsibility to clean up after the animal while on facility property.

For approval or additional questions, please email wasteexpo@informa.com.

Business Center Services

FedEx Office has a business center in West Hall across from W2. The business center is available and open seven days a week from 8:00 AM to 5:00 PM. You may also visit the FedEx website for additional information at www.fedex.com. The business center also offers secure storage, coat and bag check, equipment rental and scooter rental.

Cleaning Services

Cleaning in the exhibit hall is an exclusive service provided by GES. To order cleaning services, or for more information please visit the Additional Services tab located in the Exhibitor Service Kit.

Columns In The Exhibit Area

The West Hall of the Las Vegas Convention Center does contain columns. If you have a column in or surrounding your booth, you will be contacted by our Show Management team with a Column Diagram. This diagram will give you all relevant information on how the column near your booth could affect you. If you have questions about columns in or surrounding your booth, please reach out to client services wasteexpo@informa.com.

Detailing And Mobile Wash Services

GES Provides Mobile and Tire Wash/Detailing Services onsite at WasteExpo. To provide you with quality service as well as expedite the spotting of equipment into your exhibit space, GES has made arrangements for a Mobile and Tire Wash/Detailing Service. This service is first come/first served with priority to those who pre-order. For ordering information, please see the Labor and Equipment section of the Exhibitor Service Kit.

Display Vehicles

Any exhibitor planning to display a vehicle, machine, or piece of equipment must complete the Booth Approval Form located in the Exhibitor Service Kit by **March 26, 2027**. GES and Show Management will coordinate all display vehicles during move-in and move-out. See below for display vehicle rules and regulations, including special guidelines for electric vehicles.

General Guidelines:

- 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.
- Battery charging is not 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 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 exit of door or exit pathway.
- Vehicles placed in lobbies and meeting rooms must have the approval of Show Management and then LVCCs convention services manager (CSM).
- Visqueen must be used under vehicles on display in lobbies and meeting rooms.
- No one under the age of 18 may operate a motorized vehicle.

Electric Vehicles (EV):

The following are requirements that each exhibitor must follow to ensure the protection of life and property. If you have any questions or request exemptions, please contact Client Services at wasteexpo@informa.com.

EV BATTERIES

- All electric vehicle batteries must be charged in the range of no less than 20% and no higher than 50% while indoors.
- The main battery (high voltage battery pack) must be disconnected while the vehicle is indoors when possible.
- All aftermarket or DIY electric vehicles must disconnect their high voltage battery and 12 Volt battery.

CHARGING

- Indoor electric vehicle charging is NOT allowed.
- All electric vehicle high voltage batteries must be charged outside in a designated area.
- No unattended battery charging.
- Charging location requirements:
    - Outdoors at least 30 feet from the building.
    - Area must be at least 10 feet from combustible materials, such as freight.
    - There must be a clear path to the charging area in case of emergency.

EVS IN BOOTHS

- All electric vehicles must have at least 10 feet of distance between other electric vehicles.
- Electric vehicles are not allowed inside meeting rooms.
- Electric vehicles are not allowed on the second or third floor of any building.
- Electric vehicles are allowed to be exhibited in first floor lobbies and atriums.

Note: All non-commercially produced electric vehicles will be approved to be exhibited in lobbies and atriums on a case-by-case basis.

Reminder: Exhibitors displaying an Electric Vehicle must fill out the Booth Approval Form located in the Exhibitor Service Kit.

Escalators And Elevators

Escalators and passenger elevators are provided for use by the general public and may not be blocked or used to transport equipment. Freight is not permitted in passenger elevators. The lobby areas, escalators and passenger elevators are not to be used for move-in or move-out purposes. It is recommended that escalators are not used for the transport of wheelchairs, baby strollers, and other similar devices.

Exclusive Services

Exhibitors may hire Exhibitor Appointed Contractors (EACs) to perform many tasks and functions however, some services are exclusive to certain providers. The following services have exclusive providers; exhibitors MAY NOT designate an EAC to perform any of the following services: catering, cleaning, electrical, internet, material handling, plumbing, overhead rigging, security, and telephone. Please see below for our exclusive providers. You can find all contact information along with the order forms for services under the Additional Service section of the Exhibitor Services Kit.

COX: Internet & Telephone

GES: Cleaning, Electrical, Plumbing, Overhead Rigging, Material Handling, Furniture & Labor

MetroMultiMedia: A/V equipment & services

National Plant & Floral: Floral Service

SODEXO Catering: Catering

United Security: In-Booth Security

Exhibit Booth Construction

All exhibits must be designed and constructed in accordance with the WasteExpo Booth Specifications & Display Guidelines. Please reference this document for full specifications on the rules for exhibit design and installation based on booth size and type. If you have a booth design that you think falls outside these guidelines and specifications and want to have it reviewed, please submit your diagrams via the Booth Approval Form located in the Exhibitor Service Kit.

Exhibit Booth Construction - Multi-Level & Covered Booths

Exhibitors must request permission to construct a multi-level exhibit or covered exhibit regardless of size via the Booth Approval Form located in the Exhibitor Service Kit.

- All requests for complex structures are required to include structural engineer-stamped/certified plans.
- Plans must also include all construction details indicating size, height, location, anchoring detail, and certification of flame retardant for all materials.

- A Certificate of Insurance with required coverage (as outlined in the Exhibitor Contract Terms & Conditions) must also be included with the request.

It is the responsibility of the EAC and anyone erecting a structure to ensure that all rules within this section and the Booth Specs & Guidelines document are followed. The EAC has the responsibility to work with the client to ensure booth plans, as required by this section, are submitted to Show Management no later than 30 days before the first day of move-in for the event.

Plans used in prior years must be resubmitted for approval for each new show year.

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.

Guidelines:

- 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 code requirements.
- Spiral stairs are not allowed. Spiral stairways are not an approved means of egress for areas occupied by the public, visitors or clientele. Exception: 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.
- Under certain circumstances, it may be deemed necessary by the Safety and Fire Prevention Office to require a fire watch for an exhibit.

Facility & Vendor Equipment

Exhibitors are prohibited from using or borrowing building and vendor equipment (i.e., ladders, tools, chairs, tables, stanchions, dollies, forklifts, motorized carts, vacuums, brooms, etc.).

Fire & Safety Regulations

All material used in the construction of an exhibit or display must be non-combustible and flame-retardant. Documentation affirming non-combustible or flame-retardant properties must be available on site.

Exhibit booths may never interfere with access to emergency exits, restrict visibility of emergency exit signs, or restrict access to fire extinguishers or fire hose cabinets. Exhibits and displays may not obstruct any aisles or public spaces. Firefighting and emergency equipment may not be hidden or obstructed; this includes fire extinguishers, strobes, fire hose cabinets and standpipes. Chains or locks may not be placed on any facility door.

The Fire Marshal has final say on any disputes related to compliance.

General Fire & Safety Regulations:

- 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.
- The Fire Prevention office will only allow exhibitors to display air compressors (without load) to show their product. All other compressor needs must be handled by an official service contractor to ensure proper drops to exhibit booths with pneumatic products.
- Helium gas cylinders used for refilling must be secured in an upright position on American National Standards Institute (ANSI) approved fire prevention stands with the regulators and gauges protected from potential damage.
- Access to all electrical panels must be maintained per NEC and any applicable local fire, building and safety codes.

- Construction and demolition of multilevel booths and exhibits require compliance with OSHA fall protection regulations for general industry requirements.
- 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.

If you have questions regarding Fire Watch requirements, please reach out to wasteexpo@informa.com.

ELECTRICAL:

- For access to electrical, each hard wall booth must be at least nine (9) inches from the booth line.
- No storage of any kind is allowed behind booths or near electrical service. A one-day supply of products is permitted within booths but cannot be stored behind the booth.
- All electrical wiring must be installed according to the National Electrical Code® (NEC) standards.
- Use of halogen fixtures must comply with our halogen lamp restrictions.
- Model/modular home displays in trade shows must be reviewed with the convention services manager (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.

COMPRESSED GASES / PROPANE / AEROSOL:

- Flammable liquids, solids or gases are prohibited inside the building unless prior review and approval is obtained.
- 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.

Aerosol Cans:

- Aerosol cans containing flammable gases or liquids are prohibited. Only empty containers may be placed on display.

Liquified Petroleum Gas (Propane/Butane):

- 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.

CHEMICALS & HAZARDOUS MATERIALS:

All chemicals brought into the facility must be labeled as required by OSHA and accompanied by the applicable safety data sheet (SDS).

- Exhibitors are responsible for supplying show management with all chemical information brought into the facility upon show management approval. Requests can be submitted via the Booth Approval Form located in the Exhibitor Service Kit.
- A list of chemicals, including all SDS, must be included with your booth diagram submitted via the Booth Approval Form.
- 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.

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. If you plan on using a fog machine, you must submit a Booth Approval Form located in the Exhibitor Service Kit.
- 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 at boothplans@lvcva.com for approval in advance of the event move-in.
- The SDS must remain in the booth/event location at all times.

HOT WORKS:

Hot works is any activity that creates sparks or uses open flame, including, but not limited to, brazing, soldering, cutting, arc welding, oxy-fuel gas welding, hot taps and torch-applied roofing or flooring, or any activity that creates sparks.

Any hot works activity used for the installation/dismantling of a show, MUST be preapproved by Show Management and the Safety and Fire Prevention Office. Requests can be submitted via the Booth Approval Form located in the Exhibitor Service Kit. The office will issue a hot works permit to the person/persons performing the hot works. The permit will be valid for one shift or until the completion of the project, whichever is first. The permit is job specific and may not be transferred to another task or carried over to the next shift.

The following will be required of the person/persons performing the work:

- Before beginning work, the work area shall be visually observed by the person performing the hot works and the person issuing the hot works permit. The permit tag checklist shall be completed jointly, then signed by the worker and the person issuing the hot works permit. The hot works site will be inspected for:
    - Removal of flammable materials from the area.
    - Clear of combustible materials and/or ensure combustible materials are protected.
    - Ensure floor and wall openings are protected.
    - Ensure floors and surfaces are swept clean of dust and debris.
    - Walls and partitions are noncombustible or protected.
    - Determine the number and locations of fire watch and fire extinguishers.
- The hot works permit tag shall be posted in the work activity in a plainly visible location for the duration of the work.

- No hot works activities will be allowed when the fire protection system covering that area is out of service.
- No welding, cutting, grinding or heating activities shall be performed where the applications of flammable paints or other compounds, or heavy dust concentrations create a hazard.
- All hot works shall require at least two persons: one conducting the hot works activity, and one to function as a fire watch. The person conducting the hot works activity shall provide the fire watch.
- The fire watch shall continue for a minimum of 30 minutes (up to a maximum of three hours) after the conclusion of hot works activities. The duration of fire watch shall be determined by the Safety and Fire Prevention Office based on the hazards associated with the hot works activity.
- Hot works conducted in areas not observable by a single person (i.e., multiple levels where sparks and slag can fall to a lower unobserved level) shall have additional personnel assigned to fire watch to ensure that all exposed areas are monitored.
- Individuals designated to fire watch duty shall have fire extinguishers of at least 10 pounds. ABC dry chemical readily available. The entity conducting the hot works activity shall provide the extinguisher.
- Fire watch persons will have recent training in fire safety, fire extinguisher use and emergency reporting.
- Persons assigned to fire watch duty shall understand emergency reporting procedures and have means to contact the control center.
- At the end of the shift or completion of the work, the area shall be inspected by worker(s) and/or fire watch and found to be free from sparks, fire, smoke, etc.
- When the work has been completed (including the required fire watch period), the released hot works permit shall be signed off by the person responsible and delivered to the Safety and Fire Prevention Office. Unless special conditions exist, no permit is required when performing hot works in a welding shop or other area specifically designed for these functions.

Floor Covering

Floor covering IS REQUIRED for all booths at WasteExpo. Floor covering may be rented from the General Service Contractor, provided by the exhibitor, or provided by an Exhibitor Appointed Contractor (EAC). All floor covering rented through the General Service Contractor includes post-show removal in the rental fee. Exhibitors providing their own floor covering or using an EAC to provide floor covering are responsible for making arrangements and/or paying fees for post-show removal.

Floor covering may be carpet or another type of non-permanent installation of flooring product, foam tiles, carpet tiles, etc. Any visible damage to the convention center floor should be reported to Show Management prior to laying the exhibitor's floor covering. When installing materials which require adhesive, exhibitors should use Visqueen (for light placement), hardwood (for heavier surfaces), or heavy tar paper (for liquid to solid installations). Failure to do so may result in the exhibitor being charged for damages. No floor covering may be permanently affixed to the floor of the facility.

Floor Load Limitations

The floor in the exhibit hall is concrete and has the following live load limits:

West Halls 1-4	450 lbs. per square foot
West Hall Flex Meeting Rooms/Meeting Rooms	150 lbs. per square foot
West Hall Loading Dock	250 lbs. per square foot

All Other Elevated Floor Areas Not Specifically Mentioned: 50 lbs. per square foot of maximum of 1,500 lbs. per wheel load (light weight vehicle)

The catwalks have a weight restriction of 25 pounds per square foot; calculations must be made for transformers, dimmer apparatus, electrical cables and storage boxes to ensure that this weight is not exceeded.

Food & Beverage

Catering and alcohol service is an exclusive service provided by Sodexo LIVE!. All orders must be finalized by **Monday, April 5, 2027 by 12:00pm**. All documents are to be signed and orders paid in full by this time. Orders submitted after this date may be subject to additional fees and our limited catering menu.

It is for the safety of customers that ready-to-eat food prepared outside of this building is not permitted. The Las Vegas Convention Center and Sodexo Live! value their customers' safety, health and wellness regarding food preparation, handling, and regulations as set forth by the Southern Nevada Health District.

All aforementioned policies will be strictly managed by the LVCC & Sodexo Live!. Any violation could result in fees, the removal of product from the show floor and or obligatory discontinuation of booth activities.

Freight And Shipment of Materials

Shipments delivered to the Las Vegas Convention Center during WasteExpo must be addressed to and received by the General Service Contractor. The Las Vegas Convention Center does not accept, store, or ship freight or packages for exhibitors.

Insurance

All exhibitors are required to carry insurance in compliance with Section 19.1.3 of the WasteExpo Exhibit Space Terms & Conditions (included below). Exhibitors who do not carry the required coverages may obtain a show-specific policy from our official insurance vendor. For more information on insurance requirements and to view a sample Certificate of Insurance (COI) please visit the Additional Show Services section of the Exhibitor Service Kit or contact Show Management for assistance.

19.1.3. For both Domestic Clients and International Clients, Comprehensive General Liability insurance (i) with limits not less than $1,000,000 each occurrence, $2,000,000 aggregate, combined single limit for bodily injury and property damage, including coverage for personal injury, contractual, operation of mobile equipment, products and liquor liability (if applicable); (ii) with limits not less than $10,000 per person for medical expenses (whether provided subject to a separate sublimit or included in the policy's combined single limit for Comprehensive General Liability); and (iii) providing for the payment of defense costs in addition to the previously specified limits of liability

Labor For Installation and Dismantle

Exhibitors have three options when choosing how to install and dismantle exhibits:

1. **Utilize your own full-time company personnel** to set-up and dismantle your exhibit. If full-time company personnel are used to set an exhibit, they MUST carry positive company identification, such as a medical identification card or payroll stub.
2. **Hire GES Labor** to perform this work. If you choose to use GES Labor, you do NOT need to appoint them as an EAC, provide a certificate(s) of insurance for GES or pay the EAC fee.
3. **Hire an Exhibitor Appointed Contractor (EAC)** to perform this work. All EACs must have the appropriate credentials submitted to Show Management and the facility before they will be allowed on the show floor. EACs who are not official show contractors must submit their certificate(s) of insurance and EAC fee(s) before entering the exhibit hall.

Loading Dock Information

The venue loading docks are managed by GES during WasteExpo. All loading and unloading through the venue loading docks must be done using GES labor.

Marshalling Yard Information

This show includes a marshalling yard. Below is the address for your reference:

2982 West Post Road | Las Vegas, NV 89119

Important Information:

- The marshalling yard does not accept deliveries. This location is only for the staging of trucks delivering to and picking up from event site facilities.
- All carriers delivering to or picking up from the facility must check in at the marshaling yard.
- Drivers will be assigned a number according to check-in time and will be dispatched once dock space is available.
- Please be advised that certified weight tickets are required when checking into the marshalling yard.

INBOUND MARSHALLING YARD INFORMATION:

This show includes a marshalling yard. If you are shipping to show site, make sure to note for your carrier that all carriers must check into the Marshalling Yard before arriving to the show site address and provide this address to your carrier when shipping to show site.

Please ensure your driver has the following information to expedite unloading and delivery to your booth: **Show Name**, **Exhibitor Name**, **Booth #**.

Inbound marshalling yard hours are:

Day	Date	Open During the Following Hours
Thursday	April 29	6:00 AM – 3:00 PM
Friday	April 30	6:00 AM – 3:00 PM
Saturday	May 1	6:00 AM – 2:00 PM
Sunday	May 2	Closed
Monday	May 3	6:00 AM – 2:00 PM

OUTBOUND MARSHALLING YARD INFORMATION:

For this event, all carriers must check into the marshalling yard before arriving to the show site address. Please provide this address to your carrier.

Outbound marshalling yard hours are:

Day	Date	Open During the Following Hours
Thursday	May 6	3:00 PM – 5:00 PM
Friday	May 7	6:00 AM – 3:00 PM

To review all detailed hours and important FAQs, please visit the Marshaling Yard and Direct Deliveries Information Page in the Exhibitor Service Kit.

Material Handling / Freight

GES (via agreement with the local union) has exclusive jurisdiction over material handling services. This includes loading and unloading of all trucks, trailers, common and contract carriers, company-owned freight vehicles, and POVs (Privately Owned Vehicles) utilizing the designated lot, as well as

handling of empty containers and operation of material handling equipment. GES also has jurisdiction for unloading, uncrating, un-skidding, leveling, and movement of all machinery and equipment (and the reverse process). For POV requirements and cart service options, see the Privately Owned Vehicles & Cart Service section below.

GES is responsible for managing the docks and scheduling vehicles for the smooth and efficient move-in/move-out of the trade show. GES is not responsible for any material it does not handle.

The General Service Contractor must provide all equipment for handling freight. Only employees of the General Service Contractor are authorized to operate any motorized cart or lift equipment.

Hand Carry Guidelines:

Exhibitors may hand carry their own materials into the exhibit space, provided they use the following approved methods. Any labor used to hand carry must be performed by full-time company employees, and they must be prepared to show proof of employment.

Parking for loading/unloading must be performed from the designated parking lots only. Curbside loading/unloading is prohibited. Parking on LVCC roadways is prohibited, and any unattended vehicles will be towed at the owner's expense. Only passenger vehicles will be allowed to park in LVCC parking lots for hand carry purposes.

Vehicles larger than pickups, vans or vehicles with trailers, must report to the Marshalling Yard and use GES for freight unloading.

Approved for Hand Carry use:

- Lightweight luggage carts.
- Hanging garment racks for moving hanging garments ONLY.
- Pop-up displays in rolling cases.






NOT allowed for Hand Carry use:

- Hand carts, hand trucks, pallet jacks or any four-wheel cart or dolly. Garment racks loaded with boxes are not allowed.
- Access to the loading dock and/or freight doors.
- Any freight that cannot be hand carried by one person.

- Any freight moved by a moving or freight company, contractor, or any persons other than full-time employees of the exhibiting company.



Escalators will no longer be allowed to move hand-carry materials, and all boxes and suitcases will need to use the available elevators without the use of freight-moving equipment.

Mobility Device Rentals (Scooters & Wheelchairs)

Scootaround is the official mobility rental service at the LVCC. Scootaround can develop a comprehensive program to meet your mobility needs. For more information you can call 888-441-7575 or visit scootaround.com. Scootaround will be available onsite at the business center located in West Hall across from W2.

Overhead Rigging

Overhead rigging is an exclusive service provided by GES. GES requires a stamped certification from an appropriately qualified design professional (i.e., a civil or structural engineer who is licensed in the United States) affirming structural integrity, calculations, and specifications for any custom-built suspended elements including but not limited to signs, lightboxes, headers, video wall surrounds, and entry portals. Should Exhibitor fail to provide such stamped certification, Freeman reserves the right to not rig the applicable overhead structure.

Hanging Signs/Banners

GES is responsible for assembly, installation and removal of all hanging signs. Please contact GES at HangingSignsandRigging@ges.com.

- All signs must be designed to comply with Show Organizer rules and regulations and facility limitations.
- Make sure all signs, with the exception of cloth and vinyl banners, have structurally engineered rigging points as well as blueprints displaying a current structural engineer's stamp.
- If your sign requires electricity, make sure it is in working order and in accordance with the National Electric Code.
- Include Showsite Exhibitor contact information with the order.
- Include engineer-stamped drawings with hanging instructions as well as a set of assembly instructions (placement/orientation) with the order. GES accepts no liability

for any work completed without such instructions, when required. Work is done at Exhibitor's risk and Exhibitor shall indemnify and defend GES and Show Organizer from any claims arising out of or related to the installation or dismantle of any sign without approved drawings.

- All ceiling rigging must conform to show management rules and regulations, and facility limitations.
    - Hanging signs are only permitted over island booths 20x20 or larger maximum height from floor to top of sign dependent on ceiling height in exhibit hall.
    - ALL hanging signs must be a minimum of 9' off the floor (from the floor to the bottom of the sign), a maximum of **24'** and must stay within the perimeter of Exhibitor's booth space.
    - Refer to Booth Specifications and Guidelines for additional information found in the Exhibitor Service Kit.

Truss And Hoists

- All truss must be designed to comply with Show Organizer rules and regulations and facility limitations.
- All truss must be from a recognized manufacturer. Manufacturer load specifications for your truss must be at show site prior to rigging.
- Climbing on truss is strictly prohibited.
- All lamps and fixtures to be attached to truss must be in good working order and in compliance with the National Electric Code.
- All hoists must be from a recognized manufacturer and must be in good working order.
- Hoist maintenance records should be available for inspection by GES.

For any additional questions or to access additional resources, please visit the Hanging Sign Information Page in the Exhibitor Service Kit.

Parking

The current parking fee is $15 per space, with in and out privileges. Cash or credit cards are accepted. Anyone leaving the property and planning to return the same day can show their paid parking receipt for reentry. Reentry is subject to availability.

- Vehicles must be parked in a marked parking space.
- Vehicles taking up more than one standard parking space will be charged accordingly upon entry.
- Vehicles must fit within two parking spaces, lengthwise.
- Overnight parking is prohibited on property. Vehicles left on the property overnight will be

towed at the owner's expense.

- Individuals with special parking situations or concerns should inquire at the Traffic Office for assistance at 702-892-7400.

Permits And Licenses

Special permits are required for event activities such as cooking, pyrotechnics, tents, multi-level or covered exhibits and other potentially hazardous situations. Each situation must be individually approved by the venue and Show Management. Exhibitors must submit a request to Show Management for approval of any live entertainment or demonstrations. Exhibitors are responsible for acquiring and paying the costs of all licenses, permits, and taxes required for their activations.

Please visit the Regulations and Guidelines section of the Exhibitor Service Kit to submit your Booth Approval request form for any booth demonstrations.

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
- Outdoor structures over 2,500 square feet
- Structures with occupancy of more than 1,000

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

Preventable Facility Damage and Disfigurement

Decorations, signs, banners, etc. may not be taped, nailed, tacked, stapled, or otherwise fastened to ceilings, walls, doors, columns or painted surfaces. No holes may be drilled, cored or punched in the convention center walls or floors. Exhibitors will be billed to repair any damages caused by fastening materials to the building and any damage caused to the exhibit hall.

Privately Owned Vehicles (POVs) & Cart Service

Privately Owned Vehicles (POVs) are defined as cars, pickup trucks, vans, and other vehicles primarily designed for passenger use (not cargo or freight) that are used to transport exhibitor materials.

Vehicles that qualify as POVs:



Vehicles that do NOT qualify as POVs:



NOTE: Vehicles that do not qualify for POV unloading due to vehicle type or that have material requiring mechanical assistance to unload will be directed to the Marshalling Yard.

Exhibitors using POVs have two options for unloading:

1. **Hand-Carry Parking:** Park in the designated hand-carry area and transport materials to your booth yourself (no additional fees).
2. **POV Unloading Lot with Cart Service:** Unload at the designated POV dock and use GES's cart service, subject to cart service and material handling fees outlined below

POV with Cart Service:

To facilitate the move-in and move-out of Exhibitors with small exhibit material shipments, cartload service is available for one (1) laborer with one (1) pushcart, for one (1) trip. Services can be made one way from the dock to your booth or your booth to the dock.

- This service is for those who have small hand carry items all of which must fit on a 2' x 6' push cart, in one trip only. If you arrive with a truck, van, trailer, or truck with trailer filled with exhibit material you will not qualify for this service and will be redirected.
- A cartload is eight (8) pieces or less, weighing less than 200 lbs. total. There is one cartload allowed per booth.
- Your vehicle must unload on the receiving dock of the exhibit hall. GES personnel will direct vehicles. The cart is not authorized to enter or go to any parking structure. There must be two (2) people with the vehicle; one person to go with your product to the booth space and one person to remove your vehicle from the unloading area to the parking area.
- Freight that is too large or heavy will be charged Material Handling rates. No personal trucks (one (1) ton & over), no rental trucks, trailers, or bobtails will be unloaded through cartload service.

Prohibited And Restricted Items and Activities

To maintain a safe and clean show floor, usage of certain items is prohibited and/or restricted.

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. The use of balloons of any type must be approved by Show Management. Helium balloons, including columns and arches, must be tethered. Helium gas cylinders used for refilling must be secured in an upright position on American National Standards Institute (ANSI) approved 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.

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.

Hazardous Materials – 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.

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.

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.

Paints & Fumes – No welding, cutting, grinding or heating activities shall be performed where the applications of flammable paints or other compounds, or heavy dust concentrations create a hazard. For painting, use zero-VOC (volatile organic compound) or low-VOC paints, sealants, coatings, adhesives and finishes.

Pyrotechnics – Pyrotechnics within the general exhibit space by exhibiting companies is strictly prohibited by the Clark County Department of Building & Fire Prevention and LVCVA.

Stickers & Decals – No stickers or decals are allowed in the building.

Smoking

Smoking and vaping are not permitted in the exhibit hall, classrooms, lobbies, or meeting space at

WasteExpo. There is no smoking within the building or within 25 feet of any entrance, and there will be signage outside of every entrance with the no-smoking policy. Electronic cigarettes, electronic vaping devices, personal vaporizers, etc., are not permitted within the facility.

Storage Of Empty Crates & Containers

The Las Vegas Convention Center does not provide storage for crates or freight of any kind. Exhibitors must make arrangements with GES to store crates and other packing materials. Empty container storage is included in the cost of material handling for any items received and handled by the General Service Contractor. Combustible materials, such as brochures, literature, giveaways, etc., within exhibit booths are limited to a one-day supply.

Storage of any kind behind exhibit booths is not permitted and is considered a fire hazard. All packing containers, wrapping materials, carrying cases, and like items must be stored off the exhibit floor. The Las Vegas Convention Center inspects all exhibits to ensure compliance. Items left behind booths will be removed by Show Management and stored at the exhibitor's expense.

Utility Services

Utilities (electrical, plumbing, gas, compressed air) are an exclusive service provided by GES.