

MANDATORY



PERFORMANCES & LIVE ENTERTAINMENT

E3 requires every exhibitor that is planning to have a live performance during the show to complete and submit the Performances & Live Entertainment Form. When planning for your themed performances, be sure to design an area that can sufficiently hold your audience within the confines of your exhibit space. No performances will be permitted that interfere with the use of other exhibits or impede the free use of the aisles. Booth personnel, including demonstrators, talent and models, are required to keep their activities within the confines of your booth space

Additionally as a reminder, all Exhibitors hosting an event on the exhibit floor after scheduled official show hours (“Events”) must complete the “After Hours Receptions/ Special Events” form and submit it to Show Management by May 15, 2017.

- ◆ Nature of performance, including any special effects (e.g., use of pyrotechnics, live band, DJ, food and beverage, audience participation, any product or service that would require a special permit through the City of Los Angeles).
- ◆ This form must be submitted by May 1, 2017 to Alida Roberts or Mariella Ley via E-Mail at Aroberts@irl-events.com - MLey@irl-events.com for approval. If no approval form is submitted Show Management reserves the right to shut down your activities. Call 508.834.6201 if you have any questions.
- ◆ Day, time and duration of performance (please submit a schedule)
- ◆ Models or celebrities that will be performing
- ◆ Layout/set design that will be constructed as part of the performance
- ◆ Autograph signings
- ◆ Information regarding security contracted for crowd control and safety precautions
- ◆ Certificates of Insurance
- ◆ All performance audio presentations must adhere to the E3 Sound Policy limit of 85 decibels at all times

Yes we are planning to have a Performance and/or Live Entertainment in our exhibit.

Description of Performance/Live Entertainment: _____

COMPANY NAME _____ BOOTH NUMBER _____

CONTACT _____ PHONE _____ E-MAIL _____

SIGNATURE _____