FACILITY GUIDELINES



E3 2020 BOOTH AND STAGE LIGHTING

The following outlines the policies and procedures of **E3 2020** at Los Angeles Convention Center (LACC) regarding the installation, adjustment, and dismantle of booth and/or stage lighting projects and stage productions. The following also outlines areas of jurisdiction, mandatory involvement, and minimum requirements.

EQUIPMENT AND PROJECT DESIGN

All lighting truss and hoists should be installed to meet Seismic Zone 4 requirements. When designing the project, all truss, associated equipment, and display pieces must be used as specified. All components of the electrical system must be U.L. or City of Los Angeles Test Lab approved and in good, safe working condition.

RIGGING

GES, the show's general service contractor, shall be used for all rigging and attachments to the **exhibit halls** during E3. The rigging contractor is responsible for assuring the safety and mechanical/structural integrity of the entire truss system, related equipment and associated rigging. In addition to suspended items, the rigging contractor must be used for the installation of all floor supported truss projects in which a portion of the overall structure is suspended; and/or any floor supported truss structure that employs the use of self-climbing truss (either motor or hand winch operated). A rigging plot (drawing) must be provided to the rigging contractor that states the maximum weight, in pounds, at each hang point. It is highly recommended that all parties (lighting, audio, video, scenic, etc) provide the rigging contractor with respective loads so that all loading can be calculated into the design.

Only the rigging contractor is allowed to raise and lower suspended projects and truss systems in the exhibit halls. Once the rigging contractor has suspended the lighting, truss, equipment, or display pieces, no changes may be made to the weight distribution without the approval of the rigging contractor (i.e., adding or moving equipment). The rigging contractor shall have on site, and be prepared to install, weight measuring devices (Dyno's) where requested by the LACC.

Any rigging and attachment activity in **Petree Hall, Concourse Hall and meeting rooms** is exclusively provided by the LACC's in-house provider, Encore Event Technologies and subject to the same rules and regulations as outlined above. Please contact Encore Event Technologies at 213.765.4625 or at www.encore-us.com.

ELECTRICAL SERVICES

Electrical services for **E3 2020** is provided by GES. No other utility service providers may provide this service during the show. Please contact GES at 562.370.1605.

HOUSE LIGHTING

Encore Event Technologies is the LACC's exclusive operator of house lighting systems in meeting rooms, Petree Hall and Concourse Hall. There is no charge to set the house lighting system provided that lighting needs can be accommodated within the Center's pre-set lighting patterns in the designate area(s). In the event customized lighting patterns are requested in Concourse Hall, Petree Hall and meetings rooms, Encore Event Technologies' prevailing labor rates apply. Please contact Encore Event Technologies at 213.765.4625 or at www.encore-us.com.

Customized house lighting patterns (focusing adjustments, relamping, re-set, etc) in West Hall and South Hall is provided by GES.