

NOTICE TO EXHIBITORS AND LESSEES:

Listed below are regulations that will be enforced during all events. It is requested that this information be listed in show brochures, programs and/or exhibitor packets. It is your responsibility to inform your exhibitors and personnel associated with your event of these regulations.

1. Holes may not be drilled, cored or punched in the building.
2. Balloons are permitted in the building if they are not lighter than air. (Helium balloons are not allowed in the facilities).
3. No adhesive backed (stick-on) decals or similar items may be distributed or used in the building.
4. Parking on loading docks is permitted for loading and unloading only. All other parking is prohibited; violators will be towed at their expense.
5. Decorations, signs, banners, etc., may not be taped, nailed, tacked, stapled, or otherwise fastened to ceilings, walls, doors, painted surfaces, or columns.
6. No carts, hand trucks, etc., with hard wheels are permitted on carpeted surfaces.
7. Sample food and/or beverage products may be distributed by exposition sponsoring organization and/or their exhibitors upon authorization of the Facility Manager. Samples of alcoholic beverages require special arrangements and authorizations.
8. Please use the freight elevator for movement of freight from level to level. Passenger elevators are not to be used for transporting freight.
9. Animals are not permitted in the building without the prior approval of the Facility Manager. All events exhibiting **ANY** kind of animals must first obtain a permit from the City's Animal Control Division.
10. No evergreen plants will be permitted.
11. Combustion engines may not be operated on the exhibit floor as part of an exhibit.
12. No vehicles may be driven in the Facilities without prior approval from the Facility Manager. No vehicles may be driven on the ice surface.
13. Any vehicles on the show floor must have battery cables disconnected and have no more than one (1) gallon of gasoline in the tank. All gas caps must be taped.
14. Propane tanks may not exceed five (5) lbs. LPG capacity and require Fire Marshall approval.
15. All draping materials, etc., must be flame retardant.
16. All plantings, fountains, etc., should have waterproof plastic materials underneath.
17. All sales of food items and novelties must be arranged through the Facility's exclusive concessionaire. No food or drinks may be brought into the Facilities without prior approval of the Facility Manager.
18. No paint, tape or tape residue should remain on show floor or walls of the facility after move out is completed. Proper precautions should be taken to prevent damage (either structural or aesthetic) occurring to floor and wall surfaces (e.g., floor covering used where paint and other chemicals are in use).
19. All Doors of the facility must be unlocked during all open hours of the show for the safety of the patrons.