



## EXIT SIGNS

It's imperative that building exit signs remain visible at all times regardless of event details. For this reason, any drapery or event decor that is hung or built near an exit sign must be installed in a way that does not obstruct the view of important safety signage.

## FIRE & SAFETY GUIDELINES

- All entrances and exits must be free from obstruction at all times.
- All fire extinguishers and emergency exits must be visible and accessible at all times. Should this equipment be located within a booth or exhibit as a result of floor space layout, additional signage indicating fire equipment location(s) (extinguisher, hoses, etc.) will be necessary.
- Accessibility to all fire safety items must be maintained at all times.
- Construction and breakdown of multilevel booths and exhibits always require compliance with OSHA fall protection regulations as they pertain to general industry requirements.
- All electrical wiring must be installed per National Electrical Code® (NEC) standards.
- Vehicles inside the building for the purposes of loading and unloading must not be left with engines idling.
- Compressed gas cylinders, including propane, and all flammable or combustible liquids are prohibited inside the building, with the only exception being equipment that uses propane or natural gas as fuel.
- After-hours or overnight storage of any propane container inside the facility is strictly prohibited. Containers must be removed at the end of the day and delivered back to the show space the following morning when staff will be on site.

## HEALTH & SAFETY PROTOCOLS

The health and safety of our employees and guests is always our primary concern. For this reason, we take great care with all cleaning and sanitation based on CDC recommendations, as well as employee training, partner and vendor protocols, food and beverage handling, and all facility regulations all in effort to ensure safe, successful events under our roof.

## EMERGENCY RESPONSE

Our staff is trained to handle emergency situations, and it's our goal to always be as communicative as possible in the case of emergencies. Our convention services manager is responsible for keeping show management and official service contractors informed of decisions relating to emergency events when in progress. In the event of an emergency, call 9-1-1, then contact our convention services manager to alert our team of the situation.

## EMERGENCY ACTION PLANS

Our team has developed response protocols that come into play in the event of the following types of emergencies:

- Active Shooter/Hostile Event Response (ASHER)
- Bomb Threat
- Building Evacuation
- Earthquake
- Power Outage
- Severe Weather
- Shelter-in-Place

Should one of these scenarios arise during your event at our facility, our highly-trained security staff will help facilitate appropriate response while keeping visitors as safe as possible.