



Las Vegas Convention Center • Las Vegas, Nevada
Exhibit Days: November 5 - 8, 2024
Education Days: November 4 - 8, 2024

OUTDOOR EXHIBIT GUIDELINES

PERMITS FROM CLARK COUNTY & APPROVAL FROM THE LVCVA FIRE PREVENTATION ARE REQUIRED FOR:

- All tents (a structure that is covered with a soft top and soft sides) greater than 400 square feet.
- All canopies (covered with a soft top but no sides) greater than 700 square feet.
- Compressed Gases (if applicable)

To allow ample processing time, please submit for permit by Friday, September 6, 2024.

APPLICATION FOR PERMIT – LINK WILL GO DIRECTLY TO SITE.

<https://aca-prod.accela.com/CLARKCO/Default.aspx>

Outdoor Exhibits – All Exhibits with Truss / 2-Story

- A Clark County permit is not needed, but an approved NV stamp rendering from an engineer licensed in Nevada is required for LVCVA approval.
- All outdoor tents and/or temporary structures must be installed by facility approved EAC and must submit and receive an approved staking plan before staking can occur. Staking plans should be submitted 30 days prior to staking@lvcva.com.
- All banner material used outside must be made of mesh material with a minimum of 30% pass through or slatted to allow for air to flow through.
- If pouring a sub-floor made of concrete onto the asphalt, Visqueen must be used under the pour and the surrounding area. Bonding agents are prohibited.
- All other poured concrete requiring framework (curbing, walls, etc.) will use 16 penny nails with wire to mount and secure all batter board, bracing, etc. in asphalted areas. Square, round or other standard stakes are not permitted to secure framework in asphalted areas. Mechanical forms are preferred. (LVCVA exterior engineers are available for clarification.)
- Any fuel storage greater than 10 gallons of gasoline or 60 gallons of combustible liquid (e.g., diesel) on property will require a Clark County permit: <https://aca-prod.accela.com/CLARKCO/Default.aspx>.
- Las Vegas Convention and Visitors Authority (LVCVA) management reserves the right to make any changes on site that are deemed necessary without advance notice, for safety concerns.

Tents and Canopies

All outdoor tents and/or temporary structures must be installed by facility approved exhibitor appointed contractors (EAC's) and must submit and receive an approved staking plan before staking can occur. Staking plans should be submitted 30 days prior to staking@lvcva.com.

- All tents (a structure that is covered with a soft top and soft sides) greater than 400 square feet **require a Clark County permit**. They must also have a 2A40BC fire extinguisher that has a current Nevada state inspection tag.
- All canopies (covered with a soft top but no sides) greater than 700 square feet **require a Clark County permit**. They must also have a **2A40BC fire extinguisher** that has a current Nevada state inspection tag.
- Self-installed pop-up canopies requiring either weights or stakes must be lowered every evening at close of show and, depending on weather conditions, may need to be taken down; to be determined by facility on site.



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Staking

- All staking needs to be drilled; no hand staking is permitted.
- Anchoring or staking into concrete is prohibited property-wide.
- Trenching or digging is not allowed into the asphalt without the prior approval from a convention services manager (CSM); please contact staking@lvcva.com for approval.
- Final on-site staking approval must be obtained by the Engineering Department before any drilling and staking may begin.
- The asphalt must be returned to its original condition. LVCVA standards are:
 - ❖ Backfill existing hole(s) with clean, fine-type sand. Tamp to within four Inches (4") minimum of grade surface.
 - ❖ Fill rest of hole(s) with Aquaphalt® or equivalent and tamp until solid.
 - ❖ Cover areas approximately two inches (2") around patched hole with a good grade of plastic-type asphalt sealer with a maximum drying time of two (2) hours.
- West Hall - All staking will not exceed 40" in depth. If additional anchoring is necessary, weights will be required.
- Staking in Orange Lot is limited and strictly enforced.

Truss Structures

- All truss structures require plans to be submitted to Safety and Fire Prevention 90 days in advance and must meet American National Standards Institute (ANSI) regulations E-1.21. Depending on size, attachments and weight, facility may require a third-party engineer's stamp of approval. The engineer's stamp of approval must include wind load and seismic load. This will be at the exhibitor's expense. Please send to lorrym@sema.org.
- If an exhibitor has their own ballast (weight), but it is deemed insufficient by the facility, they must procure additional ballast from a local source and/or the show's official service contractor (OSC) at their own expense.

Fire Extinguishers

All tents (a structure that is covered with a soft top and soft sides) greater than 400 square feet **require a Clark County permit**. They must also have a 2A40BC fire extinguisher that has a current Nevada state inspection tag. The Fire Marshall may require more than one Fire Extinguisher.

Nevada tagged fire extinguishers size 2A40BC are available for rent from Show Management in the Show Office, **Room C102**. The cost for the fire extinguisher is \$25.00, plus a \$150.00 deposit. The deposit will be refunded at the end of the Show when extinguisher is brought back to the Show Office. Exhibitor understands and accepts that credit card for deposit will be charged if extinguisher is discharged/lost/not returned.