

## OUTDOOR EXHIBIT GUIDELINES

### *RULES & REGULATIONS – PERMITS ARE REQUIRED FOR:*

Permits from Clark County Building and approval from the LVCVA Fire Prevention are required for:

- All Temporary Outdoor Tents (a structure that is covered with a soft top and soft sides) and membrane structures greater than 400 square feet
- All Canopies (covered with a soft top but no sides) greater than 700 square feet
- All Truss Structures / 2-story Exhibits / Exhibits with Truss
- Compressed Gases (if applicable)

### *APPLICATION FOR PERMIT – LINK WILL GO DIRECTLY TO SITE.*

<http://www.clarkcountynv.gov/building/Forms/TemporaryOperationalFirePermit.pdf>

### **RULES AND REGULATIONS**

- Outdoor exhibits must have an approved floor plan. Booths that have tents, pavilions, trailers or sprung structures must have a 10-foot wide aisle.
- All banner material used outside must be made of mesh material (a minimum of 30% pass through) or have wind pockets to allow for air to flow through.
- The use of pipe and drape or modular wall systems must have advanced approval from the CSM. However, pipe and drape or modular wall systems can be used inside fully enclosed structures.
- LVCVA management reserves the right to make changes on site that is deemed necessary without advanced notification, for safety concerns.
- Power for any exhibit/structure must be provided by the Freeman Electric.
- Drones of any kind are NOT allowed at the Las Vegas Convention Center.

### **TENTS AND CANOPIES – Plans required to be submitted by September 6, 2019**

- Exhibitors must have a 2A40BC Fire Extinguisher that has a current Nevada State inspection tag.
  - Outdoor tents and/or temporary structures must be installed by a facility approved Exhibitor Appointed Contractor (EAC).
  - EAC's must submit and receive an approved staking plan before staking can occur. Staking plans must be submitted 30 days prior to show open. Submit staking plans to [conventionservices@lvca.com](mailto:conventionservices@lvca.com)  
See additional staking rules below.
- All **Tents** (a structure that is covered with a soft top and soft sides) greater than 400 square feet require a Clark County Building and Fire Prevention permit.
- All **Canopies** (covered with a soft top but no sides) greater than 700 square feet require a Clark County Building and Fire Prevention permit.
- Self-installed pop-up canopies require 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.

### **STAKING - Plans required to be submitted by September 6, 2019**

- All staking must be drilled. Hand staking is prohibited.
- Anchoring or staking into concrete is prohibited property wide.
- The asphalt must be returned back to its original condition. LVCVA standards are:
  - Back-fill existing hole(s) with clean, fine type sand. Tamp to within 4" minimum of grade surface.
  - Fill rest of hole(s) within ½" of surface with fine aggregate type patching asphalt, tamp until solid.
  - Cover areas approximately 2" around the patched hole with a good grade of plastic type asphalt sealer with a maximum drying time of 2 hours.
  - Any damages to the facility will be charged back to the exhibitor.



Las Vegas Convention Center ● Las Vegas, Nevada  
Exhibit Days: November 5 – November 8, 2019  
Education Days: November 4 – November 8, 2019

## EXHIBITS / TRUSS STRUCTURES / 2-STORY EXHIBITS – Plans due by September 6, 2019

- All exhibits (single or 2-story) & truss structures require plans to be submitted to LVCVA Fire Prevention at [boothplans@lvcva.com](mailto:boothplans@lvcva.com), 90 days in advance and must meet American National Standards Institute (ANSI) regulations E-1.21. Depending on the size, attachments and weight, facility will require a 3<sup>rd</sup> party engineer stamp of approval. The engineer stamp of approval must include wind load and seismic load. This will be at the exhibitor's expense.
- 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 general contractor at their own expense.

## GENERATORS

- Temporary use of portable generators must be installed/operated by Freeman Electric and a Clark County permit is required where applicable.
- Vehicle mounted generators, i.e. car haulers, RV etc. as part of an exhibit or utilized during move-in/out are not permitted.
- Generators being displayed or part of a product line may be operated with approval from the Convention Services Manager, specific refueling and fuel storage rules must be followed and the generator may not power the booth.

## PERMIT COST

- The Standard Expedited fees are on a rolling scale from \$90 to \$450 based on time of submission date to move-in of show.
- Apply early and save \$\$\$.
- See next page for sample permit.

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## *Fire Extinguishers*

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All Tents & Canopies must have a 2A40BC Fire Extinguisher that has a current Nevada State inspection tag. Any Hot Works, Spraying, Dipping and/or Powder Coating demonstrations require the exhibitor to have a fire extinguisher in the booth. *Note: Depending on size of outdoor booth / structure, Fire Marshall may require more than one.*

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).

Contact Erika Beltran at [erikab@sema.org](mailto:erikab@sema.org) to reserve a fire extinguisher in advance (this is first come/first served – a limited number are available).

**PLEASE NOTE:  
DRONES OF ANY KIND ARE NOT ALLOWED AT THE  
LAS VEGAS CONVENTION CENTER – THEY WILL BE CONFISCATED  
AND HELD UNTIL END OF SHOW.**



Las Vegas Convention Center • Las Vegas, Nevada  
 Exhibit Days: November 5 – November 8, 2019  
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**CLARK COUNTY DEPARTMENT OF BUILDING & FIRE PREVENTION**  
 4701 W Russell Rd ~ Las Vegas, NV 89118 ~ Phone: (702) 455-7100 ~ Fax: (702) 735-0775  
**Temporary Operational Fire Permit**  
 Website: <http://www.clarkcountynv.gov/building/fire-prevention>  
 Email: [permits@ClarkCountyNV.gov](mailto:permits@ClarkCountyNV.gov)

**Fee Payment:** Fee is payable in exact cash, check or money order (drawn on a US bank in US funds), Master Card or Visa presented in person with proper ID, or an established Fire Prevention escrow account. Checks are payable to CCDB-Fire Prevention. Please note escalating fees may apply upon completion of review. This form must be legible and all appropriate boxes check-marked. Multiple permits require separate application forms.

**Fire Inspection:** Inspections performed outside normal business days/hours for Temporary Operational Fire Permits will incur Overtime and/or Same Day fees and will be billed separately.

Submittal Date: \_\_\_\_\_ Pay by:  Cash  Check  Credit Card  Escrow Account #: \_\_\_\_\_

Service Delivery: \_\_\_\_\_

<b>FDET/FTTT Range 1:</b> (0 - 14,999 SF)	<input type="checkbox"/> 10 business-day (1x escalated fee, \$90 due at submittal) <input type="checkbox"/> 5 business-day (2x escalated fee, \$180 due at submittal)	<input type="checkbox"/> 3 business-day (3x escalated fee, \$270 due at submittal) <input type="checkbox"/> 0/1 business-day (5x escalated fee, \$450 due at submittal)
<b>FDET/FTTT Range 2:</b> (15,000 – 74,999 SF)	<input type="checkbox"/> 10 business-day (1x escalated fee, \$180 due at submittal) <input type="checkbox"/> 5 business-day (2x escalated fee, \$360 due at submittal)	<input type="checkbox"/> 3 business-day (3x escalated fee, \$540 due at submittal) <input type="checkbox"/> 0/1 business-day (5x escalated fee, \$900 due at submittal)
<b>FDET/FTTT Range 3:</b> (75,000 - 149,999 SF)	<input type="checkbox"/> 20 business-day (1x escalated fee \$270 due at submittal) <input type="checkbox"/> 10 business-day (2x escalated fee, \$540 due at submittal)	<input type="checkbox"/> 3 business-day (3x escalated fee, \$810 due at submittal) <input type="checkbox"/> 0/1 business-day (5x escalated fee, \$1,350 due at submittal)
<b>FDET/FTTT Range 4:</b> (150,000 SF and greater)	<input type="checkbox"/> 20 business-day (1x escalated fee \$360 due at submittal) <input type="checkbox"/> 10 business-day (2x escalated fee, \$720 due at submittal)	<input type="checkbox"/> 3 business-day (3x escalated fee, \$1,080 due at submittal) <input type="checkbox"/> 0/1 business-day (5x escalated fee, \$1,800 due at submittal)
<b>All other Permits:</b>	<input type="checkbox"/> 20 business-day (1x escalated fee \$90 due at submittal) <input type="checkbox"/> 10 business-day (2x escalated fee, \$180 due at submittal)	<input type="checkbox"/> 3 business-day (3x escalated fee, \$270 due at submittal) <input type="checkbox"/> 0/1 business-day (5x escalated fee, \$450 due at submittal)

**(Check one box for desired permit)**

<input type="checkbox"/> Assessment Buildings (FABT)	<input type="checkbox"/> Filming (FDET)	<input type="checkbox"/> Liquid-Gas Vehicle/Equip Assembly (FLQT)
<input type="checkbox"/> Asbestos Removal (FASB)	<input type="checkbox"/> Firewood Sales (FWFC)	<input type="checkbox"/> Mall Covered Kiosk (FMKT)
<input type="checkbox"/> Candles and Open Flames (FDCT)	<input type="checkbox"/> Flame Effects (FFET)	<input type="checkbox"/> Membrane, Bldg Structure, Tent or (FTTT) or Canopy – Outdoor (Tent >400 SF, Canopy >700 SF and Bldg >4,500 SF) List total square feet: _____
<input type="checkbox"/> Carnivals and Fairs (FCFT)	<input type="checkbox"/> Flam/Comb Liquid Storage/Use (FFCT) (Includes: Aboveground tanks and components, Cabinets, Diesel Generators, Drums, Safety Cans, etc) List total gallons: _____	<input type="checkbox"/> Mobile Fueling Vehicle (FMVT)
<input type="checkbox"/> Compressed Gas (FDCG)	<input type="checkbox"/> Floor Finishing (FFFI)	<input type="checkbox"/> Open Burning Agricultural (FOBT)
<input type="checkbox"/> Cryogen Systems (FCST) (Includes fog effects)	<input type="checkbox"/> Hazardous Materials (FDHMT)	<input type="checkbox"/> Special Activity Lot (FCTL)
<input type="checkbox"/> Exhibit and Trade Shows (FDET) List total square feet: _____	<input type="checkbox"/> Helicopters, Helistops, and (FHHT) Emergency Landing Pads	<input type="checkbox"/> Spraying or Dipping (FSDT)
<input type="checkbox"/> Explosive Materials (FEMT) List total magazines: _____	<input type="checkbox"/> Hot-Works (fixed, mobile, or combo) (FHFT)	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Fireworks Booth(s) (FFBT)	<input type="checkbox"/> Liquefied Petroleum Gases (FPGI)	(Temporary operational permit type not listed)
<input type="checkbox"/> Fireworks Display Outdoor (FFDO) List total device count: _____		
<input type="checkbox"/> Fireworks/Pyro-Prox In-Outdoor (FFPT) List total device count: _____		

**PERMIT INFORMATION**

Plans:  New  Revision  Correction Application # (if applicable): \_\_\_\_\_  
 Note: The original application number must be provided if this plan submittal is a revision or a correction.

Assessor Parcel Number (APN): \_\_\_\_\_  
 Property/Venue Address: 3150 PARADISE ROAD, LAS VEGAS, NV 89109 Bldg.-Suite#: \_\_\_\_\_  
 Major Property/Venue Name: LAS VEGAS CONVENTION CENTER  
 (i.e.: Name of development, building, project, hotel/casino, or other identifying information)  
 Sub-Property/Venue Location: \_\_\_\_\_  
 (i.e.: Name of business, shop, project, ballroom, hall, parking lot, or other identifying information)  
 Name of Event: SEMA SHOW  
 Event Move-In Date: OCTOBER 31, 2019 Event Move-Out Date: NOVEMBER 8, 2019  
 \*\* Date & Time Event Will Be Set Up For Inspection: \_\_\_\_\_  AM  PM \*\*  
 Inspection Contact Name: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
 Inspection Contact Email Address: \_\_\_\_\_

**APPLICANT INFORMATION**

Submitting Company Name: \_\_\_\_\_ Bldg.-Suite #: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City, State, Country, Zip Code: \_\_\_\_\_  
 Company Email Address: \_\_\_\_\_  
 Company Phone #: \_\_\_\_\_ Company Fax #: \_\_\_\_\_  
 Applicant Phone #: \_\_\_\_\_ Ext: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Applicant Email Address: \_\_\_\_\_

Applicant Name and Title: \_\_\_\_\_ Applicant Signature: \_\_\_\_\_

05/10/16