

EXHIBITION HALLS

Three exhibition halls with 224,000 square feet of contiguous space can be utilized for all types of conventions, tradeshow, consumer shows and special events. The space divides into three separate exhibit halls to accommodate a variety of events.



SPECIAL SERVICES INCLUDED IN BASIC RENTAL

- House lighting, ventilation, heat or air conditioning during event hours. Working lights will be maintained during move-in and move-out periods.
- Housekeeping services during public open hours, corridors, lobby, open spaces and restrooms, plus one thorough cleaning of these same areas during non-open hours. Specific times to be coordinated with Convention Center Staff.
- Use of the outdoor marquee available. Ask Event Manager for details.

SPECIAL SERVICES NOT INCLUDED IN BASIC RENTAL

- Licensee is responsible for removal of bulk trash, crates, pallets, packing materials, lumber, carpet, tape residue marks, etc. prior to show opening and following move-out.
- Crowd Management, Stagehands, Event Operations, Carpet Cleaning, Dock Control, VIP Parking, and Box Office rental (Ticket sellers/ takers if applicable), Emergency Medical Technician will determined based on individual programs.
- Booth and/or Aisle carpet cleaning porter services.
- All equipment requests, with the exception of “available” banquet rounds / chairs for catering, are to be directed to your general service contractor. The facility does not provide equipment for the exhibit halls.

USE OF LOBBY AREAS

- Lobby areas are reserved for uses such as registration, circulation, information, etc., and is subject to approval by the Convention Center.
- Hall A= North End - See diagram on other side
- Hall B= South End - See diagram on other side
- Registration space as required by the Licensee and in consideration of other tenants will be provided at no charge in entrance lobby areas or other mutually agreed upon locations. Registration equipment, telephones, and electrical services are not included. Registration layouts and exhibit hall floor plans must be approved in advance by the Convention Center and Fire Marshal prior to selling booth space.

LOADING DOCKS

There are loading docks that service the three Exhibit Halls.

Hall A- North Dock.....	5 truck bays plus a ramp
Hall B- North Dock.....	3 truck bays
Hall C- South Dock.....	8 truck bays plus ramp

EXCLUSIVES

CROWD MANAGEMENT / PEER SECURITY / USHERS

Duties and responsibilities of the ushers are to assist patrons, protect the building and to control access into show areas. Additional duties and responsibilities may be required based on individual events.

HOUSE SOUND – PROJECTION INC.

Projection Inc. is the exclusive operator of all in-house sound systems. Projection Inc. is required to provide all labor, audio equipment and microphones feed to these “house” sound systems.

DOCK ATTENDANT

All events that utilize a loading dock must use facility dock controllers to marshal trucks and exhibitor vehicles during all applicable hours the dock is open.

MEDICAL & SAFETY TECHNICIAN

For all events with more than 300 attendees, it is necessary that an EMT be employed to administer emergency first aid treatment with backup provided by the Long Beach Fire Department Medical & Safety Management Technicians will be scheduled by your Event Manager.

TELECOMMUNICATIONS / INTERNET – SMART CITY

There are charges for telephone line installation and all calls. High speed Internet access with IP addresses are available in addition to Full T1 connectivity

RIGGING-LA STAGE CALL

LA Stage Call along with our In-House Stage Hands provide all rigging & labor associated with theatrical productions in Exhibit Hall's, Ballrooms, Theater's and Pacific Room.

BOX OFFICE / TICKETING – TICKET MASTER

Any event that has public/advance ticket sales must go through our box office. Services include ticket printing costs, roll stock tickets, event staffing and box office rental. All tickets must be ordered and sold through the Long Beach Convention Center Box Office.

CATERING – PREMIER FOOD SERVICE

Food and Beverage provider for both concessions and catering at the Long Beach Convention Center.

PREFERRED VENDORS

Projections - Audio Visual Provider
Edlen electrical exhibition services – Utility Provider

NON EXCLUSIVES

General Service Contractor / Decorator
Floral

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