

EXHIBIT C

Rules & Regulations

Advertising

A. Advertising and Printed Materials

The Licensee must make reference to Reliant Park in all promotional and advertising materials including: magazines, newspapers, exhibitor's manual, sales kits, billboards, posters, banners, signs, brochures, tickets, flyers and the like, and/or all electronic media including TV, Radio and Internet. Venue should be referred to as RELIANT PARK or Reliant Center, Reliant Stadium, Reliant Arena or Reliant Astrodome, Houston, Texas.

B. Reliant Park Logo Use

The official logo for Reliant Park can be provided to each Licensee for the sole use of promotion for the booked event at the complex. The Reliant Park logo is a registered trademark, and as such cannot be manipulated or altered in any manner.

Reliant Park reserves the right to review and approve any and all materials bearing the Reliant Park logo.

C. Media Releases

A licensee who wishes to provide a media release, media alert, photo op, public service announcement (PSA) or media kit to any member of the media must refer to venue as RELIANT PARK, Houston, Texas. For all media release the following narrative is encouraged:

Reliant Park managed and operated by SMG is located in Houston, Texas home to Rodeo Houston and the NFL's Houston Texans.

D. Photo Credits

Where applicable photo credits of the facility should state Reliant Park in Houston, Texas.

E. Official Logos



Americans with Disabilities Act (ADA)

It is the responsibility of the Facility to insure that it is in compliance with all the requirements outlined in the Americans with Disabilities Act (ADA), or any state or local regulations which supersede ADA, such as, but not limited to, wheel chair ramps, elevator standards, door width standards, and rest room accessibility. Licensee shall be responsible for non-permanent accessibility requirements, such as, but not limited to, auxiliary aids for the visually impaired, hearing impaired and mobility impaired, and meeting room seating arrangements.

Should any questions arise as to the interpretation of these Rules and Regulations, the decision of Reliant Park or its designated representative shall be final in every respect.

Cleaning

Reliant Park maintains an exclusive cleaning contractor that must be utilized by show management and exhibitors in conducting business at Reliant Park.

Housekeeping service in aisles, open spaces, offices and restrooms is provided. Exhibit areas will be kept clean and free of debris by the Housekeeping contractor during show periods. The Housekeeping contractor will clean restrooms and empty trash receptacles during move-in periods. All show contractors will be responsible for cleaning up after themselves. Additional cleaning during move-in will be considered a show expense and will be billed accordingly. Show management must coordinate carpet laying, cleaning and visqueen removal with the Housekeeping contractor. Show management is responsible for removing large crates and discarded exhibits from the facility and/or to knock down into small pieces.

If you have special needs in this area, please advise your Event Manager, and contact the exclusive cleaning contractor.

Concession Areas

Food and beverage concession areas in exhibit halls must be accessible, open and operating during public shows unless prior approval to close them is granted by Reliant Park.

Concourse and Public Areas

All activities utilizing any portion of the concourse, corridors, or other public areas, such as displays, headers, registration, exhibits, etc., must be submitted in writing for facility management and Fire Marshal approval a minimum of six (6) weeks prior to move-in. The following guidelines and restrictions apply:

- a. Move-in/out dates must be included.
- b. Display materials, pipe and drape, etc., may not be set along the concourse window without prior approval from the Event Services Department.
- c. Access for private businesses operating in the concourse is to be maintained at all times.
- d. An unobstructed path from the Exhibit Hall Doors and Facility Exit Doors must be kept at all times.
- e. A detailed floor plan must accompany written request for concourse or public area use.
- f. The use of forklifts to transport materials is not permitted without the prior approval from the Event Manager
- g. Cherry picker use must be approved by the Event Services Department.
- h. Uncrating is to be done within the exhibit hall and materials transported by flatbed freight carts.
- i. No facility fixtures, kiosks, permanent signage, etc., are to be relocated without written permission of facility management.
- j. Items placed in concourse are to be set last and removed first to the fullest extent possible.
- k. No signs, banners, or posters may be taped, nailed or fastened to Facility walls.
- l. Facility carpeting must be protected by plastic or by other means before placing any materials in concourse.
- m. Any signage must be approved by the Director of Event Services.

Crate Storage

Crate storage is not allowed in exhibit halls; any other crate storage requires specific prior approval of the Director of Event Services. Crates and materials must not be stored in exhibit booth service aisles. Pedestrian egress routes in dock area must be maintained.

Crate, Exhibit, and/or Large Debris Removal Requirements

Housekeeping services, provided as part of rental charges, by the Facility's exclusive Housekeeping contractor to show management or show contractor do not include breakdown of crates, large skids, abandoned exhibits, or other debris too large or too heavy for removal by normal means or too large for placement in packer trucks.

It is the responsibility of the show contractor to break down all of the above items into manageable sizes. This includes items on exhibit floor, in other areas of the Facility, and on the dock. If a piece of debris is too heavy for one person to lift and cannot be broken down further, the contractor must move the debris to a location on the dock specified by the Event Manager. Items not removable by normal means will be removed by the show contractor. For clarification, please consult your Event Manager.

If special arrangements are agreed to, these should immediately be put in writing and a copy given to the Event Manager.

If arrangement is made for pick-up of leftover material and debris by an outside vendor, the pick-up must be made before the show contractor leaves the premises.

Electrical Power

All exhibitor and exhibit hall electrical installations, connections and disconnections must be obtained through Reliant Park's exclusive electrical contractor, Harper Wood Electric Company. Twenty (20) amp power outlets are available in all meeting rooms; power requirements beyond 20 amps can be provided by the exclusive contractor. Service can be ordered by calling their business office at (713) 659-7786 and asking for Reliant Park exhibitor power or www.reliantpark.com

Exhibitor Appointed Contractors

Reliant Park requires that the show manager provide our Director of Event Services a list of exhibitor appointed contractors working the shows and that information herein be made known to those contractors.

Expositions and Exhibits

In addition to the foregoing, all users of Reliant Park facilities will be required to abide by the following:

- A. Copies of all instructions given to exhibitors, including Exhibitor's Manuals, must be furnished to the Event Services Department.
- B. Licensee, Contractor and Exhibitors shall not ship or deliver materials to Facility before the first move-in day.
- C. Detailed floor plans must be presented to Reliant Park for approval 6 weeks in advance of the first move-in day. The floor plans will be presented to the Fire Marshall and City of Houston Building/Planning Department by Reliant Park for approval. The exhibits will also be subject to field inspection for compliance.
- D. Sand, gravel, dirt and topsoil may not be brought into the facility without prior approval

Exhibit Hall Lighting

Move-in/non-show/move-out hours – up to three (3) levels of fluorescent lighting (1/2 maximum) at no charge, additional levels at \$100 per level, per hall, per day.

Show days – maximum fluorescent or quartz spotlights at no charge during show hours. Up to three (3) hours of show lighting beyond show hours each day at no charge.

Use of both fluorescent and full spotlights is available at a rate of \$500 per hall, per day or half fluorescent and full spotlights at a rate of \$250 per hall, per day. Spotlights may be individually ordered and aimed through the Electrical Contractor. Some areas or halls may not be equipped with spotlights.

Exhibit Hall Air Conditioning During Move-In, Move-Out and Non-Show Hours

Reliant Park maintains “minimal comfort levels” during move-in and move-out periods as part of the basic rental fee. If the logistical requirements of a particular event should demand that temperature be maintained within a specific range and additional air conditioning is necessary. Reliant Park will provide such air conditioning at the rate of \$100 per hour, per hall. This service is provided with the understanding show management and service contractors must limit the use of the rollup doors which connect to the outdoors. While we will make every effort to maintain the desired temperature, there is no guarantee that we can do so. The same fee schedule would apply when twenty-four (24) hour air conditioning service is required.

Facility Maintenance

- A. Damages of any nature should be reported immediately to Reliant Park Security. All damages sustained during move-in/move-out and during the event are the responsibility of the customer. The customer is encouraged to inspect the facilities with the Event Manager/Coordinator prior to and after the event.
- B. Helium balloons may not be distributed within the facilities but may be approved as permanent fixtures on authorized event displays.
- C. Glitter and confetti are prohibited.
- D. Customer or contractors may not move planters, furniture and other facility equipment. Reliant Park will handle the relocation or storage of facility property if required for an event.
- E. Motorized vehicles, forklifts, gas or electric carts, bicycles, scooters, Segways, and similar equipment (except equipment for persons with disabilities) may not be operated in any area of the facilities. Licensee may use golf carts and hydraulic lifts to the extent necessary for the Event.
- F. Carpet runners, show carpet or other temporary floor coverings over permanent carpet must be approved in advance. Double-faced tape and heat tape cannot be directly applied to permanent carpets. Additionally, the customer is responsible for removing all tape from the exhibit hall floor at the end of the event.

Fire Code (City of Houston)

- A. Except as otherwise provided by special rulings from the Houston Fire Marshall, regulations of the Houston Fire Department will prevail as follows:
 - 1. The area in front of all facilities and all exits must be maintained free of parking and storage, unless approved by the Event Manager.
 - 2. All exits must be maintained readily accessible at all times.
 - 3. All aisle ways to exits shall be maintained free and clear at all times.
 - 4. All draperies, backdrops, bunting, and other decorations must be flame proofed. All paper and other flimsy materials used for decorative purposes, including flameproofed paper, are prohibited.

5. The use of open flame or the storage and handling of flammable liquids, chemicals, or harmful hazardous substances are prohibited, unless approved by the Fire Marshall or applicable agency.
6. All fire extinguishing equipment must be unobstructed and accessible at all times.

B. Liquid and gas fueled vehicles and equipment within the facility during shows must adhere to the following:

1. Batteries must be disconnected.
2. Fuel in the tank shall not exceed the greater of one quarter tank or two (2) gallons.
3. All vehicles must have a lockable gas cap
4. Fuel tank openings shall be locked and sealed to prevent the escape of vapors.
5. It is the responsibility of the Licensee to obtain all required permits and submit a copy to Reliant Park.

C. Houston Fire Department permits are required for the following:

1. Candles and open flames
2. Pyrotechnics
3. Carnivals and Fairs
4. Compressed gases
5. Liquefied petroleum gases
6. Tents, canopies and temporary membrane structures.

D. Floor Plans must be approved by the Fire Marshall's Office of the Houston Fire Department, and submitted to Reliant Park six (6) weeks prior to the first move-in day. All plans must:

1. State official name of show and dates.
2. Be drawn to scale.
3. Have aisles clearly indicated (minimum width is ten (10) feet.)
4. Show primary event entrance doors and exits.
5. Indicate service and storage areas.
6. State if aisles are to be carpeted.
7. Name the Official Show Contractor

E. Houston Fire Department Standby Inspectors are staffed at the sole discretion of the Fire Department, but will always be required for the following:

1. When fueled vehicles are in use
2. Pyrotechnics
3. LP Gas providing flame
4. Open flames
5. Floor seating or standing for the public in Reliant Park premises.

6. Use of any appliance that produces grease vapors

Floor Loading

Site Concrete Areas –

Sidewalks –

Uniform 250 psf

Concentrated 2,000lbs on 2.5sf

Loading Dock –

Uniform 250 psf

Concentrated 2,000lbs on 2.5sf

Driveways & Parking Lots –

Highway Standards

Building Loads

Roof Area -

Uniform Load 20 psf

Note: All concentrated point-type loads shall be distributed on roof pads to not exceed the 20 psf.

Canopies – Same as Roof load

Stairs -

Uniform 100 psf

Concentrated 300lbs distribute 1 sf

Mezzanine Level –

Floor Uniform 100 psf

Suspended Ceiling Areas –

no additional loads

Escalators- Uniform 100 psf

Equipment Levels-

Uniform – 350 psf

Exhibit Floor –

Uniform –350 psf

Concentrated – 16,000lbs

*Area of distribution required 80sq ft, 0.5sf does not mean the total floor can be loaded in this magnitude, refer back to uniform load for load and distribution.

Lobby –

Terrazo –

Uniform 75 psf

Note: All concentrated point-type loads shall be distributed on pads to not exceed the 75 psf .

Suspended Ceiling Areas-
No additional loads.

Exhibit Hall Exposed Roof Trusses
Hanging load varies each truss from 500lbs to 1600lbs applied at panel points refer to structural drawings (must be requested).

Exhibit Hall Catwalks
Uniform Load – 60 psf
215 plf

Abbreviations:

lbs – Pounds
psf – Pounds per square foot
plf – Pounds per linear foot
sf - Square foot
si- Square inch

Loading in excess of the stated PSF must receive approval. Plans of equipment or display footprint showing weight distribution per square foot, size of base plate if being used, and signed by a registered engineer, should be sent to Reliant Park along with show floor plan showing adjoining exhibit loading.

Food and Beverages

All food and beverage services must be provided by Reliant Park’s exclusive caterer, Aramark Food Services. Please discuss location and open hours of hall concession stands, food service areas, and other Reliant Park food facilities with your Event Manager and Catering Manager. The arrangement of the room, i.e. tables, chairs, speaker’s platform, etc., will be handled by the Event Services offices of Reliant Park and the menu and serving arrangements by the caterer. Call our exclusive caterer at (713) 799-7742.

Food and beverages shall not be sold for consumption on the premises except by Concessionaires designated by our exclusive caterer. Individual exhibitors participating in Shows may be permitted to distribute their samples on a complimentary basis to their patrons, subject to the approval of Reliant Park

Freight Shipments

Reliant Park CANNOT ACCEPT advance freight shipments. Freight must be consigned to the official show service contractor or delivered directly to a service contractor during the permit period.

Ground Transportation

Reliant Park provide these guidelines to describe the requirements for planning shuttle bus and other ground transportation services on property and to facilitate smooth traffic flow between all Reliant Park facilities.

An operation plan must be submitted sixty (60) days prior to the event to the Event Services Department i.e., whether the Licensee is going to utilize third party shuttles, as part of the overall plan of operation for the event. To avoid conflicts with finalized plans, the shuttle bus contractor should review preliminary plans with the Event Services Department. The total number of shuttle buses to be used and all shuttle schedules must also be submitted prior to the start of an event. All plans must acknowledge the following guidelines:

General

- A. All areas must remain open as an active public street. There is no parking on Reliant Parkway for ground transportation staff and law enforcement officers. Parking on sidewalks and plaza areas is strictly prohibited.
- B. Special and complex events requiring alternate traffic schemes must be coordinated with Reliant Park Parking Department.
- C. Curbs along Reliant Park facilities are regulated by Reliant Park and law enforcement officers. Designated areas have been established for shuttle buses loading/unloading, shuttle bus staging, taxi unloading and taxi staging. Additionally, areas have been designated for guests with disabilities, airport shuttles and limousines.
- D. Should traffic control become necessary beyond the immediate vicinity of the facilities, Reliant Park will help the customer coordinate with the Houston Police Department.

For Shuttle Buses

Shuttle Bus services if necessary will be planned specifically for each event with Show Management.

For Taxicabs ,Limousines, Hotel Vans, Tour Busses and Airport Shuttles

- A. Taxicabs and airport shuttles have assigned termination points and may not park elsewhere.
- B. Taxicabs must drop off passengers at the designated points and should not block inside lanes or designated shuttle bus areas.

- C. For specific areas see the Event Services Department for locations.

Inspection of Facility

Reliant Park management will inspect the licensed areas prior to or at start of move-in and again at or near the end of move-out. The condition of areas before and after the event will be recorded and any damage assessed to show management. The show manager and the show contractor are expected to participate in the inspection and will be notified of dates and times.

Installation of Tents and Canopies

Reliant Park provides the following guidelines for the temporary installation of tents, awnings and canopies.

All portable and temporary tents and canopies must comply with National Fire Protection Association (NFPA) Code 102 “Standards for Grandstands, Folding and Telescopic Seating, Tents and Membrane Structures.” Reliant Park will review all installation requests to ensure that they comply with facility regulations and do not interfere with other events. Written requests for each installation should be submitted to the Event Services Department at least twelve (12) weeks prior to the event. All requests should include:

1. The size of the installation.
2. Its location.
3. Its height
4. Anchoring details.
5. Utility services required.
6. If applicable, plans for repair of damaged floor or pavements.

Tent installations will not be allowed in fire lanes or in areas reserved for Reliant Park activities. The Event Services Department can provide additional details

Insurance Requirements

- A. In the event of misconduct of any employee or agent of Licensee, such employee or agent shall be removed from the facility at Reliant Park’s written request.
- B. Upon termination of the contract or its cancellation, Licensee shall remove from the premises all of its property and equipment and that of its exhibitors and vendors. In the event that the Licensee fails to vacate the premises Reliant Park may, at its discretion, remove from

the premises, at the expense of the Licensee, all goods and property, which remain on the Facility’s property. Reliant Park shall not be liable for any damages or loss of such goods or other property, which have been removed.

- C. Reliant Park may terminate any assignment of space to Licensee if, in the judgment of Reliant Park, the occupancy is detrimental to the best interests of Reliant Park. Reliant Park shall not be responsible for any loss or damage occasioned to Licensee by reason of any such termination.
- D. It is understood that the parties will look to their insurance coverage’s to recover any consequential damages arising out of any breach by Reliant Park; therefore, recovery is limited to the repayment of the fee paid by Licensee for rent.
- E. It is agreed that the premises may be inspected at any time by authorized representatives of Reliant Park or any law enforcing agencies. Licensee agrees to cure immediately any violation of law made known to him/her by Reliant Park or law enforcement officer.
- F. Licensee hereby waives all claims for compensation for loss sustained by reason of any lawful interference by any public agency or official in the exercise of this Agreement. Any such interference shall not relieve Licensee from any legal obligations.
- G. Licensee shall not make any alterations to the premises without written approval by Reliant Park. The premises shall be accepted by Licensee as is and the cost of any rearrangement of existing equipment and fixtures, and returning to the original arrangement, shall be the responsibility of the Licensee.
- H. Licensee shall not conduct any other operations except those herein described. Licensee agrees not to interfere with any other Licensee of Reliant Park.
- I. Licensee shall not advertise any of its activities in the Facility in any manner objectionable to Reliant Park. Amounts and contents of Licensee’s display of advertising material and directional signage in the Facility must be approved by Reliant Park.

- J. Licensee agrees not to discriminate in its use of the premises among law-abiding members of the public.
- K. No decorations or signage shall be placed in or on the facility walls and ceilings by nails, tacks, screws, wire or adhesive tape.
- L. Security, maintenance crew and management staff of Reliant Park shall have free access at all times to all space occupied by Licensee.
- M. Reliant Park shall not be responsible for payment of any taxes, royalties, ticket sales tax or fees incurred by Licensee.
- N. The Licensee agrees to turn back the premises to Reliant Park in the same condition as when it first occupied same, natural wear and tear expected. The Licensee agrees to be responsible for the repairs or cost of repairs for damages caused by the Licensee or his agents.
- O. It is understood between the parties that Reliant Park Management and its agents are acting in a representative capacity and not for their own benefit and that the Licensee shall not have any claim against them collectively or individually in any event whatsoever.

Labor Guidelines

Texas is a “Right-to-Work” state. Reliant Park does not have any relationship with any organized labor union or other collective bargaining organization.

Show organizers, however, generally recognize certain union contracts established with certain show contractors and supplies and have established certain exclusive and non-exclusive show rules and regulations to govern the operations of the shows. Reliant Park acknowledges these show rules and regulations as part of the approved plan of operation of the event.

Maintaining Access

Clear access to fire extinguishers, fire hoses, fire boxes and all fire control equipment must be maintained at all times. Exit signs must always be visible. Where it is determined that the booth or show has blocked the visibility of existing signs, the contractor will be required to provide temporary sign(s). Access to pedestrian exits shall be maintained clear at all times, the aisles to exits should not be blocked by equipment, concessions or booths. Access to restrooms, concessions

stands, Housekeeping and utility closets, wall telephones, etc., shall be maintained at all times.

Multi-Level Exhibits

Multi-Level exhibits require certification by a registered engineer and plans should then be sent to the Director of Event Services for review. Size limitation is responsibility of show management, except that highest booth floor must not be more than 18 feet above hall floor and highest point of booth not more than 28 feet above hall floor. Reliant Park is not responsible for these exhibits obstructing or being affected by building air and light systems. Exhibitor must provide a fire extinguisher in the booth and install a smoke detector on ceiling of lowest level.

Parking

A parking fee is imposed on all vehicles entering the property on event days. This includes exhibitors and contractors. A parking permit can be purchased through the Event Services Department that allows unlimited access to Reliant Park parking lots during the events.

Any vehicles parked on streets or in designated fire lanes will be towed to a location designated by Reliant Park at owner’s expense.

Reliant Park is not responsible for theft of or damage to vehicles in the parking area.

Purpose

Reliant Park provides these basic guidelines for the safe and orderly conduct of events. These guidelines are a supplement to requirements of the Life Safety Code, OSHA, and other applicable codes, ordinances and laws governing operations within these facilities.

A. Common (Public) Areas:

1. All lobbies and concourses at all three (3) facilities are common (public) areas and are available to all users of the facilities. All activities and installations in these areas must be approved by the Event Services Department in consideration of other events and permanent shops and services.
2. Service desks, storage areas and similar activities should not be stationed in public areas. The Event Services Department must approve locations.
3. Permanent advertisement panels and displays may not be blocked from view and access.

4. Animals and pets are not permitted in the facilities except in conjunction with an authorized exhibit, display or performance; or as service animals (ADA).

B. Loading Docks, Exhibit Halls and Staging Areas:

1. Parking at loading docks and staging areas is prohibited unless authorized by the service contractor and the Event Services Department. Dashboard passes are available through the Event Services Department and must be displayed at all times. All parking rules must be observed or vehicles may be removed at Owner's expense.
2. Rest rooms, concession stands and emergency exits must be visible and accessible at all times.
3. Furniture and equipment for exhibit booth use (trade shows) should be arranged through the official show service contractor.

C. Mail:

1. Mail sent to either facility should be addressed to the appropriate event and show manager.
2. Mail will be delivered to the customer upon arrival.

D. Telephone and Faxes:

Reliant Park office telephones and faxes are reserved for internal business and their numbers may not be distributed for event use.

Rules and Conditions

- A. All food and beverage services must be provided by the exclusive Caterer for the Facility. Food and beverages shall not be sold for consumption on the premises except by Concessionaires designated by the Facility. Food and beverage products may be sold to patrons for consumption not on the premises, subject to special approval of the Facility. Individual exhibitors participating in Trade or Association Shows may be permitted to distribute their product samples on a complimentary basis to their patrons, subject to the approval of the Facility.
- B. Food and beverage concession areas in exhibit halls must be accessible, open and operating during public shows unless prior approval to close them is granted by the Facility. For public shows, a certain percentage of the floor must be allocated to concession areas.
- C. Coat and Luggage Check rooms shall be operated by Reliant Park or their designee.

- D. The Licensee shall furnish all services required to conduct his business in the Facility. Labor necessary to perform these services must be obtained.

- E. Official decorator/contractors engaged by Licensee shall be allowed to provide and/or erect booths, booth identification signs, drapes, furniture, carpeting, and similar items ordinarily handled by such contractors with their own labor forces.

- F. The Facility retains exclusive Electrical, Food & Beverage Service, Security, Medical, Ticket Office, Event Staff and Housekeeping contractors and it is mandatory that the Licensee and Licensee's exhibitors and or attendees obtain the services of these contractors exclusively as required in conducting your/their business in the Facility.

Safety

- A. Unsafe conduct or conditions including maintenance hazards should be reported immediately to Reliant Park security and supervisory event personnel of the responsible party.
- B. Hazardous work areas are defined as any area on the premises where exhibits, equipment and freight are being handled (e.g. loading dock areas, exhibit halls, service corridors, staging areas) but may also include public areas in the main concourse. Within these areas and throughout the premises, the following guidelines will be enforced:
 1. No alcoholic beverages or illegal or controlled substances are permitted.
 2. No speeding (over 5 mph) or reckless use of vehicles is allowed.
 3. No flammable liquids may be brought into or stored in the facility. Nor may anyone refuel their vehicle in these areas. Refueling must occur at least fifth (50) feet outside the facility.
 4. Access to fire exit doors and corridors must be maintained throughout the move-in/move-out period.
 5. All utility panels, switchgear, fire hose cabinets, standpipes, fire extinguishers and fire alarms must remain visible and accessible at all times.
 6. Oil spills, loose or missing floor box covers and other apparent safety hazards should be reported immediately to Reliant Park and/or Reliant Park security.

7. Work activities in the upper level concourse areas require additional supervision to ensure safety of guests attending other events. Control rope, signage and other warning devices may be required.
- C. The NFPA 101 Safety Code has been adopted, with specific revisions and interpretations, as a guideline for the review of events held at Reliant Park. Information regarding the fire code may be obtained through the Event Services Department. Please note the following highlights:
1. Two-story exhibit booths are addressed in special regulations provided by the Fire Marshal.
 2. All drapes, curtains, table coverings, skirts, carpet and any materials used in exhibits must be flame retardant.
 3. Fire hose cabinets, fire extinguishers, sprinklers, fire exit doors, routes of egress and any other fire safety device must not be hidden from view or have its accessibility blocked.
 4. No crates, packing material, wooden boxes and other highly combustible materials may be stored in exhibit halls, meeting rooms or fire exit areas.
 5. Vehicles on display may have fuel in the tank but shall not exceed one quarter tank not exceeding two gallons.
 6. A gas cap must be in place, or the tank must be adequately sealed off. Battery cables must be disconnected and taped to avoid sparking.
 7. Each planned use of pyrotechnics and welding equipment, open flames, smoke-emitting materials or large amounts of combustible materials as part of an exhibit must be reviewed and approved by the Events Services Department and Fire Marshal.
- D. Passenger elevators and escalators are not to be used to transport freight or other setup materials. Freight elevators are available for this purpose.

Security

Security personnel may be obtained through your Event Manager at Reliant Park, at an additional cost. Additional security guidelines are as follows:

- A. Emergencies of any nature should be reported immediately to Reliant Park security, who will coordinate any required response from outside law enforcement and emergency response agencies.

- B. Reliant Park Security is open 24 hours a day and patrol all facility perimeters, parking lots, exterior grounds and interior public areas.
- C. Chain locks and other devices that secure mandatory fire exit doors are strictly prohibited.
- D. Copies of the facilities' Emergency Operating Procedures are available through the Event Services Department.
- E. Personnel of Reliant Park, the customer and all service contractors and suppliers should wear identification badges at all times and enter and exit licensed areas through specified service access doors.
- F. Facility and event working staff should avoid loitering in public areas, including restaurants, of all facilities. Restaurants and other facilities in the concourses are reserved for event attendees and patrons.
- G. Solicitation is prohibited.
- H. Abusive language, threats, assault, vandalism, theft and other conduct detrimental to the successful staging of an event are grounds for immediate removal from the premises or arrest, depending on the nature of the offense.
- I. Upon request, meeting rooms may be converted to "high security" rooms by re-keying locks. (Special services rates will apply.)

Service Equipment and Motorized Vehicles

Motorized vehicles are restricted to exhibit hall use unless approved by the Director of Event Services. No liquid fuel powered cars should be operated outside exhibit halls due to noise, air pollution, and fire hazard. Forklifts are not allowed in Lobbies, Meeting or Show Management rooms. Only rubber wheeled non-motorized freight carts are allowed in rooms. Gasoline powered forklifts, carts, scooters, etc., may be operated in the exhibit halls, but must be refueled outside the Facility and away from Facility walls, and, must be parked or stored outside of Facility. No vehicles are allowed on freight elevators.

Forklifts, powered carts or other powered equipment left unattended outside of rented exhibit hall(s) are to be secured to prevent unauthorized use.

No cars or trucks are permitted to load/unload inside the facilities without the prior approval of Reliant Park.

Show Management

It is the responsibility of show management to comply with all requirements stated herein, and in the Rules and Conditions. Expenses incurred by the facility because of failure to comply with the same will be billed to show management. Compliance with O.S.H.A. regulations is the responsibility of show management and its contractors.

Signs – General

No decorations or signs shall be placed in or on Facility walls and ceilings by nail, tacks, screws, wire or adhesive tape. Exhibitor's signs are restricted to the exhibit area.

Stickers/Helium Balloons

Distribution of stickers is prohibited. Use of Helium Balloons must be approved by Reliant Park. A removal charge will be applied to retrieve balloons from the ceiling.

Storage Rooms

No meeting room is to be used as a general storage room unless approved by Reliant Park. Restrictions on forklifts and powered carts apply.

Suspended Signs/Displays

Hanging of banners, signs, drapes, etc., must be arranged through a show contractor. All signs, regardless of size, should be constructed of lightweight flameproof cardboard, metals, plastics, etc., and hung where and as approved by Event Services. No signs are to be hung from any electrical fixtures, raceways, any water, gas, air, fire protection piping, supports or hangers. All electrical and neon signs must conform to the electrical codes required throughout Reliant Park. Reliant Park graphics, signs or displays may not be blocked in any manner. During move-out following the event all wires, hooks, and hanging materials used to hang signs must be removed.

Events using exhibit halls may hang a show banner outside the entrance to Reliant Park with written approval of facility management. Size allowed will be determined sixty (60) days in advance of event on a space-available basis.

In exhibit halls these rules apply:

1. Written approval is needed to hang anything within twenty (20) feet of escalators or elevators.
2. 0 to 50 lbs. – Items may be hung from miscellaneous steel supporting light grid; must have a minimum of two (2) attachment points; attachment points; no other location restrictions.
3. 51-1,000 lbs. – Items must be hung from sway truss members; must have minimum of four (4) attachment points; must have Reliant Park Operations Department approval.
4. 1,001-2,000 lbs. – Items must be hung from main truss members only; must have a minimum of four (4) attachment points; must have Reliant Park Operations Department approval.

NOTE: Over 2,000 lbs. is not permitted.

Telephone Service

All telephone lines and services required are procured directly from Reliant Park exclusive contractor, Smart City Networks. Service can be ordered by calling their business office at (713) 813-8117 and asking for Reliant Park exhibitor phone service or www.reliantpark.com

Terrazzo Floors

Terrazzo floors in Reliant Center are not to have any tape or carpet over them without approval of the Director of Operation or Director of Event Services of Reliant Park. Only carts with RUBBER wheels will be permitted on the Terrazzo Floors. All booths, exhibits or displays on the Terrazzo must be approved by the Director of Operations or Director of Event Services. Floor loading will not exceed 75 pounds per square foot.

Truck Marshaling Yard

Reliant Park staging area is located behind Reliant Center and provided at no charge to Reliant Park customers. Use must be scheduled in advance with the Event Services or Operations Department. No toilet facilities are provided. Use of the marshaling yard must be specifically included on your certificate of insurance. Show management is responsible for area operation and security. Limited on-street and/or parking lot staging is possible with advance arrangements.

Toxic and Hazardous Materials

All toxic and hazardous materials, gases, liquids or solids, are and remain the property of the show or the exhibitor bringing such materials onto Reliant Park

property. Use of these materials may require additional insurance coverage.

Well in advance of event move-in, the Director of Event Services must be advised of toxic and hazardous materials being brought to the facility. Information needed is: chemical name of material, trade name of material, hazardous component, flammability, date of arrival, place of storage, how contained, size and number of containers, exhibitor name and booth number, description of use, date of removal, how and by whom to be removed, contact person at supplying company, and contact person at Reliant Park. A data sheet is to be in each booth and given to the Fire Marshal for each material.

Toxic or hazardous materials are subject to immediate removal from premises if required information not received or instructions not followed. All costs associated with safe handling of these materials are to be borne by the show management.