

LAS VEGAS, NV | VENETIAN EXPO | CAESARS FORUM

SEPTEMBER 8-11, 2025 EDUCATION & NETWORKING | SEPTEMBER 9-11, 2025 EXPOSITION

## EXHIBIT RULES & REGULATIONS - VENETIAN EXPO

### TABLE OF CONTENTS

#### GENERAL EXHIBITION INFORMATION

Exhibition Location, Dates and Times.....	2
Installation & Dismantle Schedule.....	2
Important Deadlines.....	3
Exhibit Areas Facts.....	3-4
Clean Floor Policy.....	4
Wi-Fi.....	4

#### DESIGNING & BUILDING YOUR EXHIBIT

Linear/Inline .....	5
Perimeter.....	5
End Cap .....	6
Peninsula .....	7
Split Island .....	8
Island .....	9
Two Story and Enclosed Booths.....	10
Raised Flooring .....	10
Hanging Signs & Graphics.....	11
Tower Signs.....	11
Carpet/Floor Covering & Furnishings .....	11
Storage.....	11
Donation/Trash Policy.....	11
Sound & Music.....	12
Lighting & Truss.....	13

#### SAFETY

Vehicles .....	13-14
Balloons.....	14
Children .....	14
Human Safety.....	14
Structural Integrity.....	15
Flammable & Toxic Material.....	15
Food Preparation and Sampling.....	15
Americans with Disabilities Act (ADA) .....	15
Floorplan Submission .....	15

#### PROMOTING YOUR EXHIBIT

Marketing Your Participation at RE+.....	15-16
Subleasing Space.....	16
Booth Personnel.....	16
Exhibitor Badge Allotment .....	17
Pre & Post-Show Events in Exhibit Spaces.....	17-18
Off Site Function Space .....	18

Suitcasing/Outboarding..... 18

**WORK RULES & EXHIBITOR APPOINTED CONTRACTORS**

Exhibitor Liability Insurance Requirements.....18-19  
Exhibitor Appointed Contractors.....19

## GENERAL INFORMATION

### SHOW DAYS & EXHIBIT HOURS

Tuesday, September 9, 2025	10:00 am – 6:00 pm
Wednesday, September 10, 2025	9:00 am – 6:00 pm
Thursday, September 11, 2025	9:00 am – 2:00 pm

### LOCATION

The Venetian Expo 201 Sands Avenue Las Vegas, NV 89169	Caesars Forum 3911 Koval Lane Las Vegas, NV 89109
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Exhibit staff may enter the exhibit areas at 7:00 am each show day with an Exhibitor badge.

### INSTALLATION & DISMANTLING TIMES

**Venetian Expo Halls A, B, C & G Exhibitor Move In**

Friday, September 5, 2025	8:00 am – 5:00 pm
Saturday, September 6, 2025	8:00 am – 5:00 pm
Sunday, September 7, 2025	8:00 am – 5:00 pm
Monday, September 8, 2025	8:00 am – 5:00 pm

**Venetian Expo Halls A, B, C & G Exhibitor Move Out**

Thursday, September 11, 2025	2:00 pm – 11:59 pm
Friday, September 12, 2025	8:00 am – 5:00 pm
Saturday, September 13, 2025	8:00 am – 12:00 pm

**Venetian Expo Hall D Exhibitor Move In**

Friday, September 5, 2025	8:00 am – 5:00 pm
Saturday, September 6, 2025	8:00 am – 5:00 pm
Sunday, September 7, 2025	8:00 am – 5:00 pm
Monday, September 8, 2025	8:00 am – 5:00 pm

**Venetian Expo Hall D Exhibitor Move out**

Thursday, September 11, 2025	2:00 pm – 11:59 pm
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**Venetian Ballroom Exhibitor Move In**

Saturday, September 6, 2025	8:00 am – 5:00 pm
Sunday, September 7, 2025	8:00 am – 5:00 pm
Monday, September 8, 2025	8:00 am – 5:00 pm

**Venetian Ballroom Exhibitor Move out**

Thursday, September 11, 2025	2:00 pm – 11:59 pm
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## IMPORTANT DEADLINES

<a href="#">Booth Diagram</a> due (required for 400 sf spaces or more) to Freeman	June 18, 2025
Lead Retrieval – Early bird rate deadline	June 19, 2025
Registration – Early bird deadline	June 30, 2025
Exhibitor Directory Listing in Map Your Show due	July 15, 2025
<a href="#">Post Show In Booth Event Request Form</a>	July 31, 2025
Lead Retrieval – Advanced rate deadline	July 31, 2025
<a href="#">Exhibitor Appointed Contractor Form &amp; Insurance</a>	August 1, 2025
Shipping –Freeman accepts advanced warehouse freight	August 6, 2025 through August 29, 2025
Freeman advanced rate deadline for furnishings, labor, etc.	August 8, 2025
Housing – Best rate deadline	August 12, 2025
AV – Shepard AV discount deadline	August 12, 2025
Catering – Venetian catering order deadline	August 19, 2025
Electric, plumbing, cleaning, internet, rigging advanced rate deadline	August 19, 2025
Transportation – Private shuttle orders due to CMAC	September 1, 2025
Shipping – Freeman begins receiving shipments at show site	September 6, 2025

## EXHIBIT AREA FACTS

The following is specific information for each exhibit area at RE+ 25. Please see the Official Vendor list in the exhibitor service manual for exclusive vendors.

### VENETIAN EXPO LEVEL 1 HALL G

- Load limit is unlimited weight.
- Columns are 2 ft around or 2 ft 6 inches around and 30 ft apart and require 3 ft of access around utility boxes and fire tools.
- No hanging signs or multi-level/covered displays allowed.
- Freight doors are 53 ft wide by 13 ft 7 in high. Large equipment should arrive on flatbeds so large forklifts can unload easily.
- Ceiling height is 13 ft 5 in.
- Electrical services are exclusively provided by Venetian's Event Service Electrical.
- Not carpeted. Exhibitors need to provide carpet at their expense.
- Exhibitor move in based on a target plan is Friday, September 5 at 8:00 am through Monday, September 8.
- Exhibitor move out is Thursday, September 11 at 2:00 pm through Saturday, September 13 at 12:00 pm.

### VENETIAN EXPO LEVEL 2 HALLS A, B, C

- Load limit 250 pounds per sq ft. (Any vehicle and or equipment exceeding 250 pounds per sq ft or total of 6,800 lbs must contact [teresa.lugowski@venetianlasvegas.com](mailto:teresa.lugowski@venetianlasvegas.com) for load distribution and approval.)
- Hanging signs are permitted (for island and split island spaces). Rigging services are exclusively provided by Encore.
- Columns are 24 inches square and require 3 ft of access around utility boxes and fire tools.
- Freight doors are 50 ft wide by 20 ft high. Large equipment should arrive on flatbeds so large forklifts can unload easily.
- Ceiling height is 32 ft 5 in.
- Electrical services are exclusively provided by Venetian's Event Service Electrical.
- Not carpeted. Exhibitors need to provide carpet at their expense.
- Exhibitor move in based on a target plan is Friday, September 5 at 8:00 am through Monday, September 8.
- Exhibitor move out is Thursday, September 11 at 2:00 pm through Saturday, September 13 at 12:00 pm.

## VENETIAN EXPO LEVEL 2 HALL D

- Load limit 250 pounds per sq ft. (Any vehicle and or equipment exceeding 250 pounds per sq ft or total of 6,800 lbs must contact [teresa.lugowski@venetianlasvegas.com](mailto:teresa.lugowski@venetianlasvegas.com) for load distribution and approval.)
- Hanging signs are permitted. Rigging services are exclusively provided by Encore.
- Ceiling height is 32 ft 5 in.
- Columns are 24 inches square and require 3 ft of access around utility boxes and fire tools.
- Electrical services are exclusively provided by Venetian's Event Service Electrical.
- Not carpeted. Exhibitors need to provide carpet at their expense.
- Exhibitor move in based on a target plan is Friday, September 5 at 8:00 am through Monday, September 8.
- Exhibitor move out is Thursday, September 11 at 2:00 pm through Thursday, September 11 at 11:59 pm.

## VENETIAN BALLROOM LEVEL 2

- Load limit is 150 pounds per sq ft. A single piece cannot exceed 18,000 pounds.
- (16) Chandeliers are hung from the ceiling. There is 22 ft from the bottom of chandelier to the floor. Other areas of the ceiling vary from 24 ft to 27 ft.
- Electrical services are exclusively provided by Venetian's Event Service Electrical.
- No multi-level/covered displays allowed.
- Hanging signs are allowed, but limited hang points are available. Please reach out to Encore (exclusive rigging provider) for details on options for specific booth location.
- Exhibitor move in based on a target plan is Saturday, September 6 at 8:00 am through Monday, September 8.
- Exhibitor move out is Thursday, September 11 at 2:00 pm and exhibitors must be out by Thursday, September 11 at 11:59 pm.
- Move in includes moving equipment through Hall D. The docks use portable ramps to unload. Large equipment should arrive on flatbeds so large forklifts can unload easily.
- Will need to identify locations of batteries and tires.

## CLEAN FLOOR POLICY

RE+ 25 will implement a Clean Floor Policy to ensure a successful show opening for all exhibitors. If you have appointed an Exhibitor Appointed Contractor (EAC) to assist with construction, please pass the information on to them to adjust their work schedule. All crates are to be emptied, tagged and ready for removal from the exhibit floor no later than:

Target Date	Crates Must be Empty and Tagged by:
Friday, September 5	Saturday, September 6 at 8:00 pm
Saturday, September 6	Sunday, September 7 at 8:00 pm
Sunday, September 7	Sunday, September 7 at 8:00 pm
Monday, September 8	Monday, September 8 at 3:00 pm

**All cardboard, fiber cases and access storage must be emptied, tagged and with empty labels on them ready for removal no later than Monday, September 8 at 3:00 pm.**

Any crates, cardboard, fiber cases or access storage not labeled in accordance with this policy may be removed by the Official Service Contractor to accommodate the installation schedule. Any necessary movement of these items will be at the expense of the exhibitor.

## WI-FI

Wi-fi will be provided by Show Management in the expo halls, ballrooms, and meeting space until hotel rooms begin on the Level 2 connection at Starbucks. This wi-fi speed is not guaranteed but generally supplies around 5 Mbps. If exhibitors have internet needs beyond, options include:

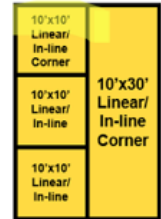
- Purchase a hardline internet for the exhibit space via online ordering: [Venetianmeetings.com/ordernow](http://Venetianmeetings.com/ordernow)
- Utilize the Venetian wi-fi (only if a Venetian hotel guest). This SSID and Password will be Venetian-specific, and run entirely independent from the Show Management supplied wi-fi.

# DESIGNING & BUILDING YOUR EXHIBIT

## INLINE BOOTHS

The following rules apply to linear/inline spaces and corner booths.

**Linear/Inline (yellow):** Linear booths, also called inline are generally arranged in a straight line and have neighboring exhibitors on their immediate right and left, leaving only one side exposed to the aisle. Linear booths are most commonly 10 ft (3.05m) wide and 10 ft deep.



A corner booth is a linear booth at the end of a series of inline booths with exposure to intersecting aisles on two sides. All guidelines for linear booths apply.

### Height Limit

Maximum height of display in rear half of the space is **10 ft** (3.05m).

Maximum height of display in the front half of the stand is **4 ft** (1.22m)

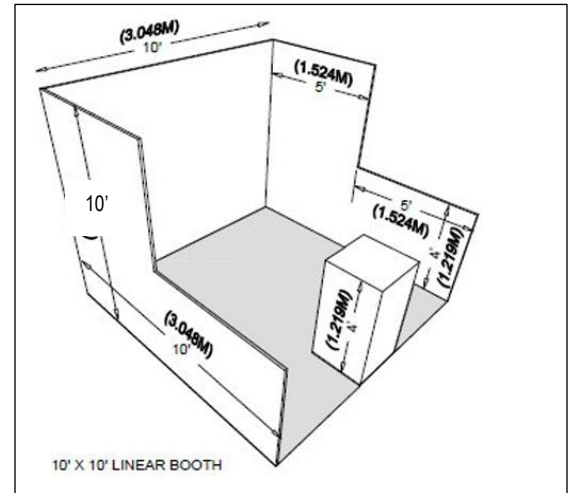
Three or more linear booths used in a combination of a single exhibit space (10 x 30, for example), the 4 ft height limitation is applied only to that portion of the exhibit space, which is within 10 ft or an adjoining booth. Materials must be arranged in the space not to obstruct sight lines of neighboring exhibitors.

### Additional Guidelines

- No company logos, branding or signage may face into an adjoining booth, including booths on either side or behind.
- Hanging signs and trusses are prohibited.
- All machinery or any large products must be set back 6 inches (0.15 m) from the aisle for safety.

### Pipe and Drape

Linear booths are provided with a complimentary 8 ft (2.44 m) high blue back drape with 3 ft (1.22 m) high blue side drape. Drape is not intended as a display fixture. Products and signs should not be attached or fixed to the drape. Alternative colors are available for purchase in the Exhibitor Service Kit.



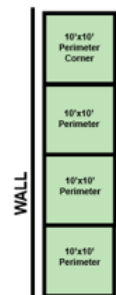
## PERIMETER BOOTHS

**Perimeter (green):** Perimeter booths are linear that back to an outside wall of the exhibit facility rather than to another exhibit stand.

### Height Limit

Maximum height of display in rear half of the space is **12 ft** (3.05m).

Maximum height of display in the front half of the stand is **4 ft** (1.22m)

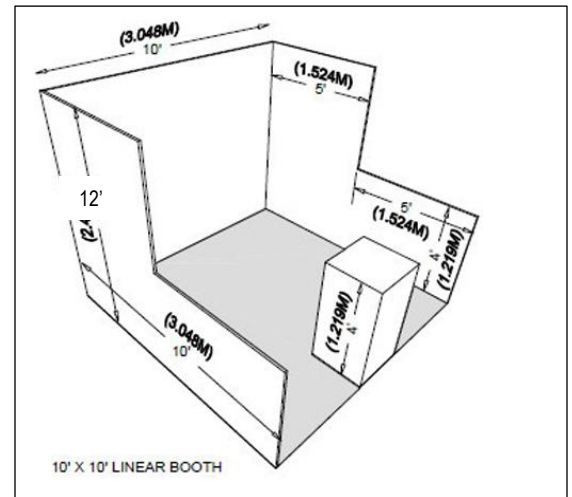


### Additional Guidelines

- No company logos, branding or signage may face into a neighboring booth.
- Hanging signs and trusses are prohibited.
- All machinery or any large products must be set back 6 inches (0.15 m) from the aisle for safety.

### Pipe and Drape

Linear booths are provided with a complimentary 8 ft (2.44 m) high blue back drape with 3 ft (1.22 m) high blue side drape. Drape is not intended as a display fixture. Products and signs should not be attached or fixed to the drape. Alternative colors are available for purchase in the Exhibitor Service Kit.



## END CAP BOOTHS

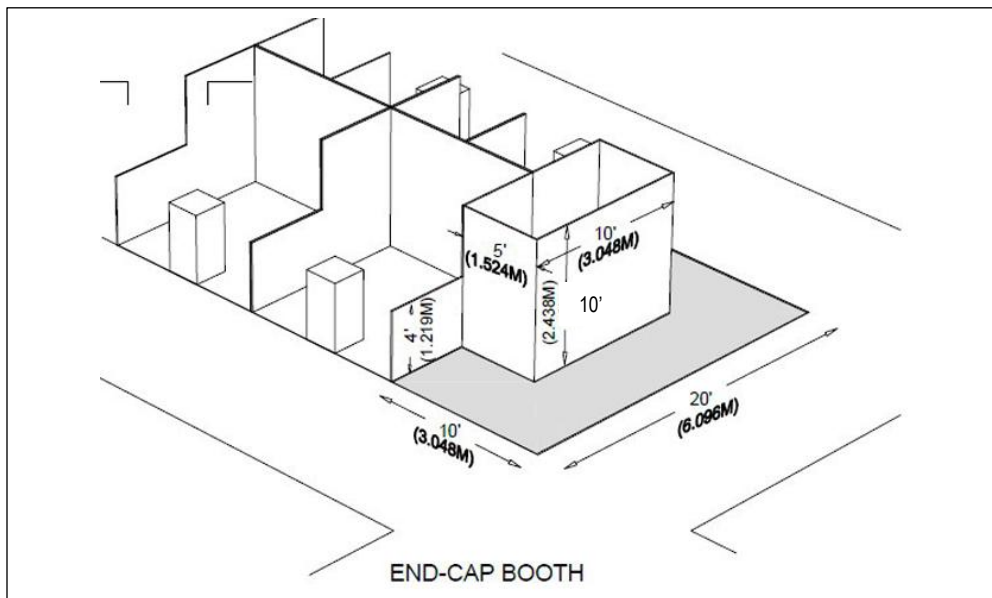
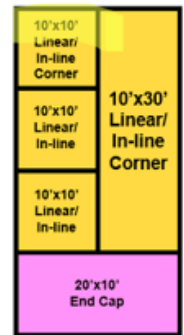
The following rules apply to end cap booths.

**End Cap (pink):** End cap booths are linear/in-line spaces in the position of a peninsula or split island with exposed aisles on three sides. End Cap booths are 200 sq ft. See peninsula rules and regulations for similar configurations over 200 sq ft.

### Height Limit

Maximum height of the backwall is **10 ft (3.05 m)** and width of **10 ft (3.05 m)**

Within 5 ft (1.52 m) of the two side aisles, maximum height of 4 ft (1.22 m), allowing adequate line of sight for the adjoining linear booths.



### Additional Guidelines

- The backside of the backwall facing into the neighboring booths must be finished (no exposed framing or structure) in a neutral color without any graphics or logos.
- No company logos, branding or signage may face into an adjoining booth, including booths on either side or behind.



- Hanging signs and trusses are prohibited.
- All machinery or any large products must be set back 6 inches (0.15 m) from the aisle for safety.

## PENINSULA BOOTHS

The following rules apply to peninsula booths.

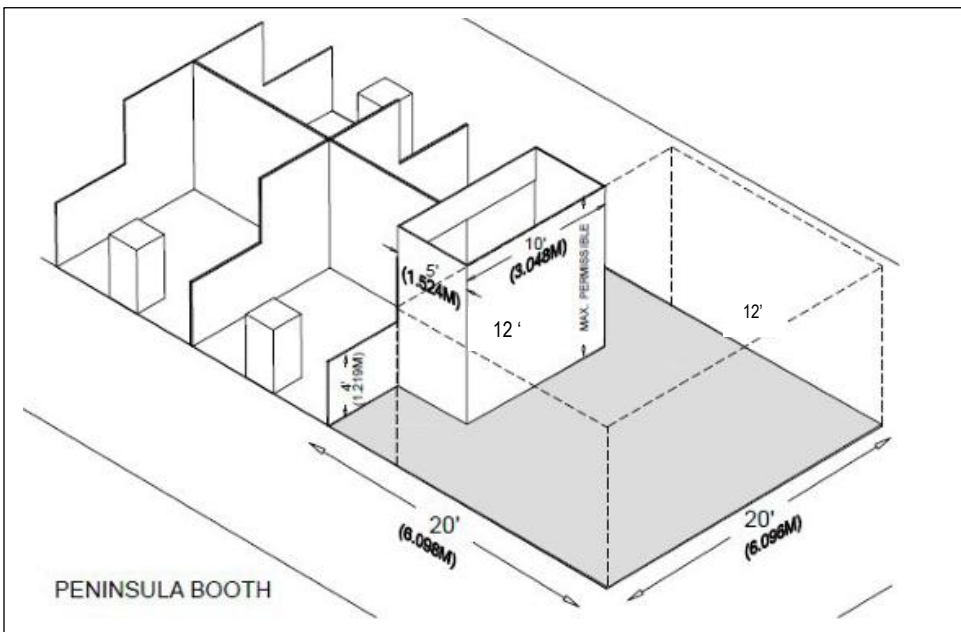
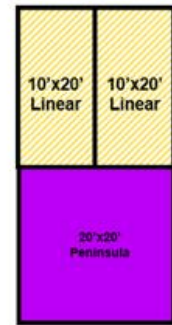
**Peninsula (purple):** Peninsula booths are exposed to aisles on three sides, a minimum of 400 sq. ft. (37.21 sqm), and back up to linear/inline booths.

### Height Limit

The maximum height of the **backwall is restricted to 4 ft (1.22m) high within 5 ft (1.52m) of each aisle, permitting adequate line of sight for the adjoining linear booths. The 10 ft width backwall in the center is restricted to a height of 12 ft (4.88 m).** If in Hall G, the backwall center can only be 12 ft tall because the ceiling is only 13 ft.

The maximum height of **exhibit fixtures, components, and signage is 16 ft (7.32 m).** If in Hall G, the ceiling height is only 13 ft. All exhibit fixtures, components and signage must be less than 12 ft.

Double sided signs, logos, and graphics shall be set back 10 ft (3.05 m) from adjacent booths.



### Hanging Signs

- Hanging signs are permitted in Venetian Expo Halls A, B, C and D. Venetian Ballroom has very limited hanging points. Please reach out to Encore (exclusive rigging provider) for details on options for specific booth location via email: [servicecenter@venetianlasvegas.com](mailto:servicecenter@venetianlasvegas.com)
- Hanging signs are not permitted in Hall G.
- Hanging signs must be raised higher than 18 ft. (5.49m) and no higher than 24 ft. (7.32m) and are subject to the specific ceiling location capabilities (some areas have lower ceilings and won't allow for up to 24 ft).

- Hanging signs are allowed only in the front half of the booth space and must be set back 5 ft from the neighboring booth.
- Hanging sign plans are due to Show Management for approval. Plans should be included in the [Booth Diagram Submission](#)

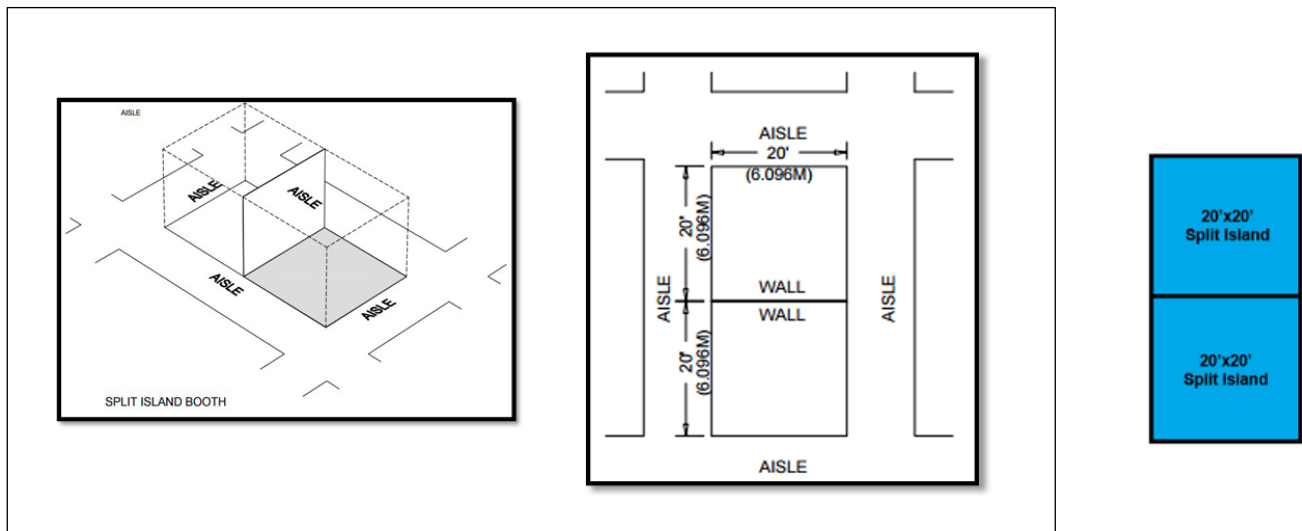
**Additional Guidelines**

- The backside of the backwall facing into the neighboring booths must be finished (no exposed framing or structure) in a neutral color without any graphics or logos.
- No company logos, branding or signage may face into an adjoining booth, including booths on either side or behind.
- All machinery or any large products must be set back 6 inches (0.15 m) from the aisle for safety.
- In accordance with facility requirements, all structures over 16 ft, LED video walls over 13 ft, some overhead structures attached to the ceiling (hanging signs) and structures tied off to the ceiling must receive a stamp of approval from a licensed structural or civil engineer. For more information on these requirements, please review this [FAQ document](#).

**SPLIT ISLAND BOOTHS**

The following rules apply to split islands.

**Split Island (blue):** Split island booths are peninsula spaces that share a common back wall with another peninsula space.



**Height Limit**

The maximum height of the **backwall, exhibit fixtures, components, and signage is 20 ft (7.32 m).**

If in Hall G, the ceiling height is only 13 ft. All exhibit fixtures, structures, components and signage must be less than 12 ft.

Solid walls (not including a backwall) must include a 6 ft (1.83 m) break every 30 ft (9.14 m) to allow clean lines of sight.



## Hanging Signs

- Hanging signs are permitted in Venetian Expo Halls A, B, C and D. Venetian Ballroom has very limited hanging points. Please reach out to Encore (exclusive rigging provider) for details on options for specific booth location via email: [servicecenter@venetianlasvegas.com](mailto:servicecenter@venetianlasvegas.com)
- Hanging signs are not permitted in Hall G.
- Hanging signs must be raised higher than 18 ft. (5.49m) and no higher than 24 ft. (7.32m) and are subject to the specific ceiling location capabilities (some areas have lower ceilings and won't allow for up to 24 ft).
- Hanging signs are allowed only in the front half of the booth space, allowing 5 ft from the shared booth line.
- Hanging sign plans are due to Show Management for approval. [Booth Diagram Submission](#)
- In accordance with facility requirements, overhead structures attached to the ceiling (including some hanging signs) and structures tied off to the ceiling must receive a stamp of approval from a licensed structural or civil engineer. For more information on these requirements, please review this [FAQ document](#).

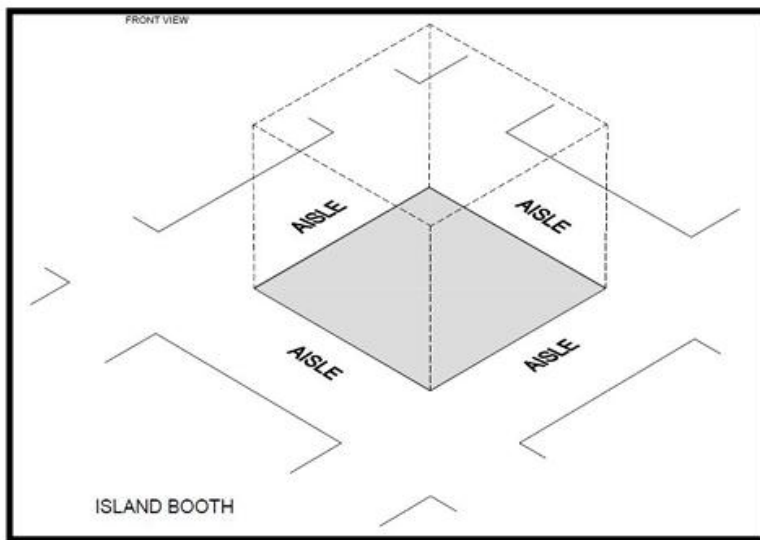
## Additional Guidelines

- The backside of the backwall facing into the neighboring booths must be finished (no exposed framing or structure) in a neutral color without any graphics or logos.
- Company logos, branding or signage must be set back 5 ft (3.05 m) from an adjoining booth, including booths on either side or behind.
- All machinery or any large products must be set back 6 inches (0.15 m) from the aisle for safety.
- In accordance with facility requirements, all structures over 16 ft, LED video walls over 13 ft, some overhead structures attached to the ceiling (hanging signs) and structures tied off to the ceiling must receive a stamp of approval from a licensed structural or civil engineer. For more information on these requirements, please review this [FAQ document](#).

## ISLAND BOOTHS

The following rules apply to island spaces.

**Island (orange):** Spaces are over 400 sq. ft. (37.21 sqm) and exposed to aisles on all four sides.



## Height Limit

The maximum height of **exhibit fixtures, components, and signage is 20 ft (7.32 m)**.

If in Hall G, the ceiling height is only 13 ft. All exhibit fixtures, components and signage must be less than 12 ft.

Solid walls must include a 6 ft (1.83 m) break every 30 ft (9.14 m) to allow clean lines of sight.

## Hanging Signs

- Hanging signs are permitted in Venetian Expo Halls A, B, C and D. Venetian Ballroom has very limited hanging points. Please reach out to Encore (exclusive rigging provider) for details on options for specific booth location via email: [servicecenter@venetianlasvegas.com](mailto:servicecenter@venetianlasvegas.com)
- Hanging signs are not permitted in Hall G.
- Hanging signs must be raised higher than 18 ft. (5.49m) and no higher than 24 ft. (7.32m) and are subject to the specific ceiling location capabilities (some areas have lower ceilings and won't allow for up to 24 ft).
- Hanging sign plans are due to Show Management for approval. [Booth Diagram Submission](#)
- In accordance with facility requirements, overhead structures attached to the ceiling (including some hanging signs) and structures tied off to the ceiling must receive a stamp of approval from a licensed Structural or Civil Engineer. For more information on these requirements, please review this [FAQ document](#).

## Additional Guidelines

- All machinery or any large products must be set back 6 inches (0.15 m) from the aisle for safety.
- In accordance with facility requirements, all structures over 16 ft, LED video walls over 13 ft, some overhead structures attached to the ceiling (hanging signs) and structures tied off to the ceiling must receive a stamp of approval from a licensed structural or civil engineer. For more information on these requirements, please review this [FAQ document](#).

## TWO STORY & ENCLOSED BOOTHS

Two story/double decker and enclosed structures are allowed on island spaces with a minimum of 400 sq ft in Venetian Expo Halls A, B, C, and D. Two story booths are not permitted in Hall G on Level 1 or the Venetian Ballroom on Level 2. Two story booths are not permitted for inline, peninsulas, split islands and perimeters spaces.

- Detailed plans for two story and or enclosed booths must be submitted to Freeman and the Venetian at: [exhibitorfloorplans@venetianlasvegas.com](mailto:exhibitorfloorplans@venetianlasvegas.com) and [Booth Diagram Submission](#)
- Booth plans should include maximum occupant load capacity, number of occupants, and include a Nevada licensed structural engineer's stamp certifying the maximum occupant load capacity, width of staircases and doors on the second level.
  - If upper deck area is greater than 300 square feet or will be occupied by more than 9 people, there must be two means of egress.
  - Spiral stairs are prohibited.
  - Signs must be posted indicating the maximum number of people the structure will accommodate.
- Booths with a covered ceiling of 1,000 sq ft or more are required to install automatic sprinklers. Sprinklers must be installed and operational by show opening on Tuesday, September 9, 2025. Contact the Venetian Expo Facilities Department for more information at 702-733-5070 or [servicecenter@venetianlasvegas.com](mailto:servicecenter@venetianlasvegas.com).

Single-level covered and multi-story displays do not require sprinkler coverage as long as the following fire prevention safety measures are in place:

- Maximum of two levels. If the two-story booth has an enclosed rooftop, the roof must be a 70% open-grid/FM melt away/FM debris barrier.
- At least one fire extinguisher must be within reach at all times. If a space is divided into separate rooms there must be one fire extinguisher per room.
- Exhibit booths must be constructed of noncombustible materials.
- An unsprinklered covered booth measuring more than 1,000 sq. ft. must maintain a 20 ft. distance from vehicles and any other unsprinklered covered booths of that size.

## RAISED FLOORING

**Any raised flooring must be wheelchair accessible by ramping without extending a ramp into the aisle.** Note: a standard wheelchair ramp should have a grade no steeper than 1:12. Every inch of rise (change in height) must have 12 inches of run (change in length).

## HANGING SIGNS

All hanging sign plans must be submitted to Show Management via the Booth Diagram & Hanging Sign Form for approval. Drawings and approvals should be available onsite for inspection. Rigging is handled exclusively by Encore. Hanging signs are only permitted for peninsula or island booths with at least 400 sq ft (37.2 sqm) in Venetian Halls A, B, C and D. In Venetian Ballroom, hanging points are very limited. Reach out to Encore for availability in specific locations of Venetian Ballroom. **Hanging signs are not permitted in Hall G.** Quotes for hanging signs can be received by submitted requests to: <https://www.encoreglobal.com/rigging-request/>

For split island spaces, hanging signs and graphics must be set back 5 ft (3.05 m) from adjacent booths and be directly over contracted space only.

Hanging signs must be raised higher than 18 ft. (5.49m) and no higher than 24 ft. (7.32m) and are subject to the specific ceiling location capabilities (some areas have lower ceilings and won't allow for up to 24 ft).

All exhibitor supplied hanging signs must be sent to the advance warehouse to obtain the discount rate, along with the placement plan and paid order for the installation. Plans should be included in the [Booth Diagram Submission](#). The hanging sign must be in a container separate from the rest of the freight and have the hanging sign label attached to the container to identify. When received to the advance warehouse, and proper information shared via order forms, hanging signs will be hung by the assigned target date.

## TOWER SIGNS

A tower is a free-standing exhibit component separate from the main exhibit fixture. All tower details should be included in the Booth Diagram and Hanging Sign Form. Towers must be within the height limit coinciding with the booth configuration. (For example, towers in an island stand cannot exceed 20 ft). Towers over 16 ft require an engineer stamp from a licensed structural or civil engineer. For more information, please refer to [FAQ document](#). And contact [REplusBooths@organizerops.com](mailto:REplusBooths@organizerops.com) with questions.

## CARPET/FLOOR COVERING & FURNISHINGS

Professional floor covering is MANDATORY and is not included in the cost of the exhibit booth in Venetian Expo Halls A, B, C, D and G. If an exhibitor does not provide floor covering for over 90% of the exhibit space, the exhibitor must rent carpet from the Official General Service Contractor. Booths without floor covering as of 2 pm on Monday, September 8, 2025 will have carpet installed by the Official General Service Contractor at the exhibitor's expense.

Floors are carpeted in the Venetian Expo Level 2 Ballroom and exhibitors are not required to cover the provided carpet but are allowed to if they so choose.

Utility connections (electrical, internet, air, water, gas, etc.) must be hidden from view to maintain a high level of safety and professional experience.

Unless contracted, booth spaces are unfurnished. Exhibitors are allowed to provide their own furnishings. Refer to the Exhibitor Service Manual to rent furnishings from the Official General Service Contractor (Freeman).

## STORAGE

Fire regulations prohibit storing product, literature, empty packing containers, or packing materials behind back drapes or under draped tables. Exhibitors may store a one day supply of literature or product appropriately within the booth space as long as these items do not impede access to utility services, create a safety hazard or look unprofessional.

## DONATIONS & TRASH

Show Management has partnered with Venetian Expo to create a donation program to help limit the amount of trash at the conclusion of the exhibition. Interested exhibitors should email: [lv\\_sustainability@venetianlasvegas.com](mailto:lv_sustainability@venetianlasvegas.com) with information on items interested in donating. Additional information is in the Exhibitor Service Manual.

Exhibitors may donate the following items (but not limited to) at the end of the show: books/magazines, carpet, furniture, office supplies, giveaways. Donation stickers will be available at the Exhibitor Service Desk onsite to label items at the conclusion of the exhibition.

## REMOVAL OF BOOTH MATERIALS

1. Exhibitors must remove all booth items, including displays, materials, and trash, from their designated booth area by the end of the target move-out date. **Leaving any items behind is strictly prohibited.**
2. Any materials, including but not limited to, wooden crates, exhibit materials, carpet, and/or large containers left on the show floor, in meeting rooms, or hallways are the responsibility of the exhibitor.

## PRE-ORDER CLEANING SERVICES & DISCARDING BOOTH MATERIALS

1. Exhibitors who generate additional bulk trash are **required to pre-order cleaning services** to remove it during move-in and/or move-out.
2. Exhibitors who intend to discard booth materials at the show site rather than shipping them outbound should order labor from the Official cleaning service provider (as defined in "Labor Rules") for dismantle and will pay a dumpster fee to discard the materials.
3. To arrange for these services in advance, order through the Exhibitor Service Manual. Exhibitors at the Venetian: [www.venetianmeetings.com/ordernow](http://www.venetianmeetings.com/ordernow). Exhibitors at CAESARS FORUM: [FreemanOnline Events and Exhibit Solutions](#)
4. To order on-site, visit the Exhibitor Service Desk at both locations.

## FEE FOR NON-COMPLIANCE

**Any items left in exhibit spaces after the assigned target move-out date and time will be considered trash and will be discarded at the EXHIBITOR'S EXPENSE. Exhibitors who fail to remove their booth items will incur a trash fee. This fee is mandatory and must be paid in full within 30 days following the conclusion of RE+. Failure to pay the fee in full within this timeframe may result in the exhibitor losing the privilege to exhibit at any future RE+ events.**

## SOUND & MUSIC

Sound can be contained within and directed into the footprint of the contracted booth space.

Sound must stay at a level that does not disrupt the activities of neighboring exhibits. Sound and noise should not exceed 85 decibels when measured from the aisle immediately in front of the booth. Show Management reserves the right to adjust the volume of the sound.

Show Management secures the necessary music licenses with ASCAP on behalf of all exhibitors. Exhibitors are allowed to play live or recorded music in their exhibit space.

## LIGHTING & TRUSS

Hanging trusses are permitted in booths greater than 400 sq ft (37.2sqm) where rigging is available. Contact Encore for quotes and information about specific booth location capabilities: <https://www.encoreglobal.com/rigging-request/>

Drawings must be submitted to the General Service Contractor and the Venetian Encore team.

- Truss may be used to hang or secure audiovisual equipment, speakers, lights, monitors, and/or projectors. Equipment hanging from truss that is to be utilized as part of the demonstration of the products or services of the exhibitor must meet all restrictions in regard to height, placement within the booth, and all exhibit construction guidelines of the booth.
- No lighting, fixtures, lighting trusses, or overhead lighting are allowed outside the boundaries of the exhibit space.
- Lighting, including gobos, should be directed to the inner confines of the booth space. Lighting should not project onto other exhibits or exhibition aisles.
- Lighting that is potentially harmful, such as lasers, ultraviolet lights, flashing, or strobe lights that can trigger photosensitive epilepsy should comply with facility rules and be approved in writing by Show Management.
- Lighting that spins, rotates, pulsates, and other specialized lighting effects should be in good taste and not interfere with neighboring exhibitors or otherwise detract from the general atmosphere of the event.
- LED lights are recommended. They can be very bright yet generally generate less heat and require less electricity.
- Reduced lighting requests should be sent to Show Management for approval.
- If an exhibitor that is eligible to hang signage wishes to have lighting directed onto the signage from outside of the contracted booth space, the lighting must be hung within 5 ft (1.5 m) of the booth space unless the physical structure of the convention center requires otherwise, in which case the lights must be placed as close as possible. When this approach is used, lighting must be focused onto the signage and may not bleed into neighboring booth spaces. Show Management reserves the right to request that such lighting be removed in the event it is determined to have a negative impact on other exhibitors' ability to do business.

Halogen lamps at the Venetian Expo are limited to 75 watts and must be sealed variant, which prevents direct handling of the bulb.

## SAFETY

All fire house cabinets, fire extinguishers, electrical or strobe lights must be kept clear with 36 inches of clearance to remain visible and unobstructed. During the installation and exhibit days, all booths are subject to onsite review. RE+, the General Contractor and The Venetian Expo reserve the right to request modifications where necessary, at the exhibitor's expense, to ensure overall safety and compliance with the rules and regulations.

## VEHICLES

Exhibitors with 400 sq. ft. or more and or have vehicles displayed must complete the Freeman Freight Questionnaire in the exhibitor manual and [Booth Diagram Submission](#) to share information about equipment and freight.

Exhibitors must receive approval from the facility ([facilities@venetianlasvegas.com](mailto:facilities@venetianlasvegas.com)) and obtain a permit from the Clark County Fire Department for placement of each vehicle displayed at the Venetian of automobiles, trucks, motorcycles and other motorized vehicles (including hybrids) by July 8, 2025.

Exhibitors must comply with facility regulations, as well as Clark County Fire Department (CCFD) regulations. Vehicles must comply with floor load limits, booth regulations and fit within the confines of the booth space.

All machinery and other large products must be set back from the aisles by 6 inches (0.15m) for safety reasons. Vehicles shall not be moved during exhibit hours. Fueling or de-fueling of vehicles is prohibited. 36 inches of clear access or aisles must be maintained around the vehicle. Contact the Official General Contractor (Freeman) if vehicles to be displayed weigh over 4 tons at [FreemanOnline Events and Exhibit Solutions \(freemanonline.com\)](http://freemanonline.com).

## FUEL POWERED VEHICLES

All liquid or gas fueled vehicles, and gasoline/diesel-powered equipment for display will have batteries disconnected, fuel supplies at 1/8 tank and be furnished with locking gas caps or caps sealed with tape. Each vehicle must be equipped with its own fire extinguisher.

## BATTERY POWERED VEHICLES

- Batteries in electric vehicles must be rendered inoperable by manual disconnect or other approved methods.
- Battery must be less than 50% charged.
- No battery charging is permitted inside the building.
- Visqueen must be placed underneath the vehicle.
- Each vehicle must be equipped with a type ABC fire extinguisher.
- Fire watch is required overnight.
- Vehicle may not be located near any load-bearing columns or walls.
- A 20 ft. clearance surrounding the vehicle is required.
- Combustible/flammable materials must not be stored beneath display vehicles.

## BALLOONS

Balloon/inflatables inside the facility must remain tethered to a fixed object and may be no larger than 36 inches in diameter. The use of mylar balloons is discouraged. Approval for display balloons must be obtained by Show Management prior to move in.

Balloons filled with helium or hydrogen are not permitted (tethered or untethered, controlled or stationary). Balloons filled with air may be suspended from the ceiling in booths with a minimum size of 400 sq ft (36 sqm). In this instance, these will be treated as hanging signs. Please refer to hanging sign rules on page 9 of this document for additional information. The display should be designed so that the balloon is stationary and will not sway in the airflow of open doors or air conditioning.

## CHILDREN

Children under 16 years are not allowed on the RE+ show floor during installation, show days or dismantle times.

## HUMAN SAFETY

Ropes or other items are prohibited from being hung from the facility's ceiling trusses.

If a booth has a raised floor, yellow and black-striped hazard tape, or an edging of a different color, must be used to increase visibility, and minimize a tripping hazard.

Exhibitors should be aware of local regulations regarding fire/safety and environment, to which they must adhere. Special caution should be taken when demonstrating machinery or equipment that has moving parts or any product that is otherwise potentially dangerous. Exhibitors should establish a minimum setback of 3 ft. (.91m) and/or install hazard barriers as necessary to prevent accidental injury to attendees. Additionally, demonstrations should only be conducted by qualified personnel.

Hoverboards, Segway, and other electric vehicles are prohibited at all times. For handicap purposes, electric vehicles with a handicap-approved label are allowed; however, handicap plaques or hanging signs that you would use in a car are not acceptable.

## STRUCTURAL INTEGRITY

- All exhibit displays should be designed and erected in a manner that will withstand normal contact or vibration caused by neighboring exhibitors, hall laborers, or installation/dismantling equipment, such as forklifts.
- Displays should also be able to withstand moderate wind effects that may occur in the exhibit hall when freight doors are open.
- Exhibitors should ensure that any display fixtures such as tables, chairs, racks, or shelves are designed and installed properly to support the product or marketing materials to be displayed.

## FLAMMABLE & TOXIC MATERIALS

- All materials used in display construction or decorating should be made of fire-retardant materials and be certified as flame retardant.
- Exhibitors should dispose of any waste products they generate during the exhibition in accordance with guidelines established by the Environmental Protection Agency and the facility.

## FOOD PREPARATION & SAMPLING

Per the facility guidelines, any food items not directly manufactured by the exhibitor (including alcoholic beverages) must be purchased from and supplied by the in-house catering provider. All alcoholic beverages must be served by an employee of the in-house catering provider who is a certified bartender.

## AMERICANS WITH DISABILITIES ACT (ADA)

All exhibiting companies are required to comply with the Americans with Disabilities Act (ADA), and are encouraged to be sensitive, and as reasonably accommodating as possible, to attendees with disabilities.

Information regarding ADA compliance is available from the U.S. Department of Justice ADA Information Line (800) 514-0301, and from the ADA website at [www.ada.gov](http://www.ada.gov).

- **Exhibits must be wheelchair accessible by ramping all raised exhibit flooring without extending a ramp into the aisle.** Note: a standard wheelchair ramp should have a grade no steeper than 1:12. For every inch of rise (change in height), 12 inches of run is required (change in length).
- Provide the same attendee experience on both levels of a two-story exhibit.
- Run an audio presentation for people with sight problems.
- Arrange touch screen displays at a height to accommodate a person sitting in a wheelchair.

## FLOORPLAN SUBMISSION

Exhibitors with 400 square feet or more must submit booth plans to RE+ for review and approval by June 18, 2025. Booth rendering should include: booth height, including signage, materials used to build the booth, flooring type, any equipment or vehicles to be displayed in the booth, and hanging signs.

Floorplans are submitted to Freeman via this form: [Booth Review Form](#)

## PROMOTING YOUR EXHIBIT

### MARKETING YOUR PARTICIPATION AT RE+

Take advantage of the following opportunities to tap into a diverse and powerful audience at RE+ 25 by:

- Download the RE+ 25 app
- Update your company listing on the online directory which also populates your company in the printed directory & app.



- Invite your customers with the complimentary three-day expo passes available to exhibitors based on purchased booth size.
- Contact Toni Dempsey with the RE+ team about sponsorship opportunities to meet your sales goals and objectives at [tdempsey@re-plus.com](mailto:tdempsey@re-plus.com)

## VIDEOS & PHOTOGRAPHS

Exhibitors are permitted to photograph, film and or record within their own exhibit booth space with permission from Show Management. Recording, filming, photographing or taping of exhibitor booths without permission of the other exhibitors is prohibited.

## SUBLEASING OF SPACE

Per the terms and conditions of the booth reservation contract signed at the time of reservation, exhibiting companies may not booth share, sublet, and/or re-sell in whole or in part, contracted space at RE+. Exhibiting companies are allowed one exhibit space on the show floor. No exhibitor shall permit any other corporation or firm or its representatives to use the space allotted to this exhibitor of record, nor shall the exhibiting company display articles not manufactured or normally sold directly by them.

## BOOTH PERSONNEL

Exhibitors are required to staff their booth with a reasonable number of registered exhibitor personnel during the show dates and hours:

Tuesday, September 9, 2025	10:00 am – 6:00 pm
Wednesday, September 10, 2025	9:00 am – 6:00 pm
Thursday, September 11, 2025	9:00 am – 2:00 pm

Exhibitors are not allowed to close the stand, receive crates or submit their material handing form to the general service contractor before 2:00 pm on Thursday, September 11, 2025.

All booth personnel must wear a conference badge at all times and staff the exhibit booth all show hours. Booth personnel must maintain a professional appearance. All staff hired for the event (defined as any booth personnel who are not full-time employees of the exhibiting company) must wear business professional attire. Staff hired by exhibitors to promote their products will not do so by using overtly sexual or suggestive methods. This includes, and is not limited to, any gender. Partial nudity, the aggressive display of cleavage and the navel, and shorts/skirts higher than 4” above the knee are not allowed. If for any reason an exhibit and/or its contents are deemed objectionable to RE+ show management, the exhibitor will be asked to alter the attire of its staff. RE+ further recommends exhibitors to encourage booth personnel to:

- abstain from overt statements or offensive humor, which would disparage the dignity of any individual or group;
- substitute asexual words (e.g. sales representative or salesperson instead of salesman);
- refrain from using labels (e.g., referring to women as “girls”); and
- eliminate from all marketing collateral sexist language (i.e., replace masculine pronouns such as “he” and instead use “he or she”, or reword sentences or phrases) and discriminatory jokes or visual aids that show people in stereotypical roles by presenting individuals without bias regardless of sex, race, age, groups, etc.

# EXHIBITOR BADGE ALLOTMENT

Exhibitors receive the following number of registration badges allotted per booth size:

Booth Size (Square feet)	Booth Personnel Passes	Exhibitor Full Conference	Customer Invitations
100	4	0	10
200	6	1	10
300	10	1	10
400	12	2	10
600	18	3	10
800	24	4	10
900	28	4	10
1000	30	5	25
1200	36	6	25
1500	46	7	25
1600	48	8	25
2000	60	10	25
2500	76	12	25
3000	90	15	50
3200	96	16	50

**Booth Personnel Passes** allow admission to exhibition halls only during installation and dismantle periods and exhibition days show hours. Booth personnel passes are only for employees of exhibiting companies.

**Exhibitor Full Conference** allows admission during the installation and dismantle periods, exhibition days show hours, general session, all educational sessions, opening reception and the block party. These passes are only issued and used by employees of the exhibiting company.

**Customer Invitations** are complimentary three-day exhibition only passes.

## NO ADVERTISING OUTSIDE OF EXHIBIT SPACE

Booth Personnel are not permitted to promote the exhibiting company outside the contracted exhibit space. All marketing must remain within the contracted exhibit space. Marketing materials may not be placed on conference tables or other areas that are not within the boundaries of the booth, both inside and outside of the exhibit hall. Exhibitors or persons hired by exhibiting companies must remain in the exhibitors' booth and are not permitted to walk the aisles or lobbies for promotional purposes. Show Management reserves the right to remove individuals or discard display materials that do not comply with these guidelines.

## PRE & POST-SHOW EVENTS IN EXHIBIT SPACES

Pre and post-show events are allowed in exhibit spaces during the following times:

Tuesday, September 9, 2025	6:00 pm – 8:00 pm
Wednesday, September 10, 2025	7:00 am – 9:00 am
Wednesday, September 10, 2025	6:00 pm – 8:00 pm
Thursday, September 11, 2025	7:00 am – 9:00 am

Exhibitors are required to submit a [Pre & Post Show In Booth Event Form](#) to Show Management by July 31, 2025.

- Exhibitors will receive an approval from Show Management.
- Food and beverage must be ordered from the exclusive catering provider for the Venetian Expo. Outside food and beverage is not permitted, **including food deliveries to the Venetian.**

- All attendees must be registered and wear the RE+ 25 badge and a pre/post-show event wristband to gain admittance into the exhibit area during non-show hours. Wristbands will be distributed by Show Management by Monday afternoon to the exhibit contact indicated on the request form.
- Exhibitors are required to staff their space with one or more security guards depending on the size of the space and event to ensure that attendees stay within the confines of the exhibit space during the event and depart at the conclusion of the event.

## UTILIZATION OF OFF-SITE MEETING & FUNCTION SPACE

RE+ exhibitors are not allowed to host, sponsor, or participate in competing or conflicting events or activities or other functions for RE+ attendees or for those who have been invited to attend RE+ that occur during official RE+ show hours. Exhibitors are not allowed to utilize hospitality suites or hold hospitality functions outside their rented space during exhibition hours. Exhibitors are not allowed to hold events at off-site venues for 30 or more attendees during the following RE+ sponsored events during non-exhibition hours:

Monday, September 8, 2025 6 pm – 9 pm  
 Tuesday, September 9, 2025 7 pm – 10 pm

Exhibitors violating this policy will be subject to cancellation of their booth without refund and may not be invited to participate in future RE+ exhibitions.

## SUITCASING/OUTBOARDING

RE+ restricts exhibitors from hosting or participating in competing or conflicting events or activities that occur during official RE+ show hours. Exhibitors violating this policy will be subject to cancellation of their booth without refund and may not be invited to participate in future RE+ Event exhibitions.

RE+ has a zero-tolerance policy regarding suitcasing. Please note that while all meeting attendees are invited to the exhibit floor, any attendee who is observed to be soliciting business in the aisles or other public spaces, or in another company's booth, will be asked to leave immediately.

What is suitcasing? Suitcasing is a business practice in which unethical companies will gain access to an event by obtaining some type of event credential (attendee badge, expo-only badge, etc.) and then solicit business in the aisles or other public spaces used for the conference. This practice skirts the support of the organizer and the industry. What can you do? Please report any violations you observe to the Exhibits Manager, other RE+ staff, or conference security. The exhibits manager will investigate all complaints of suitcasing. RE+ recognizes that suitcasing may also take the form of commercial activity conducted from a hotel guest room or hospitality suite, a restaurant, or any other public place in proximity to our event. For the purposes of this policy, suitcasing violations may occur at venues other than the exhibition floor and at other events. It is for this reason RE+ must be informed of any hospitality suites and expressed consent must be given prior to the event.

## WORK RULES & EXHIBITOR APPOINTED CONTRACTORS

### EXHIBITOR LIABILITY INSURANCE REQUIREMENTS

Exhibitors are required to carry commercial general liability insurance (Occurrence Form) covering bodily injury, property damage, products and completed operations, and personal and advertising injury with minimum limits of one million dollars (\$1,000,000) per occurrence and \$2,000,000 general aggregate.

Workers' Compensation Insurance with statutory limits as required by law and Employer's Liability Insurance covering legal obligation to pay damages for bodily injury or occupational disease (including death) sustained by an employee with minimum limits of: \$1,000,000 bodily injury by accident; \$1,000,000 bodily injury by disease; \$1,000,000 policy limit.

Automobile Liability Insurance covering loss arising out of the ownership, maintenance, operation, or use of any motor vehicle, whether owned, hired or non-owned, with minimum limits of one million dollars (\$1,000,000)

per accident for bodily injury and property damage. This insurance must be in force during the lease dates of the event naming RE+ (2121 Eisenhower Ave., Ste 301, Alexandria, VA 22314) as the certificate holder. The following must be named as additional insured: RE+ 2025, Solar Energy Trade Shows (SETS), Solar Energy Industries Association (SEIA), Smart Electric Power Alliance (SEPA), Freeman Expositions, LLC, Venetian Expo, Caesars FORUM and their respective officers, agents, employees, representatives, and volunteers.

RE+ Events has partnered with RainProtection to provide liability insurance coverage for all exhibiting companies that meets all the show's insurance requirements. Each exhibiting company will pay a mandatory \$69.00 fee at the time of booth selection contracting for RE+ 2025. No payment or compliance will result in the cancellation of the exhibiting company's booth space reservation.

## EXHIBITOR APPOINTED CONTRACTORS

An Exhibitor Appointed Contractor (EAC) is any company other than the designated official contractors that provide any non-exclusive services, such as display installation and dismantling, audio visual firms, photographers, etc. and need access to an exhibitor's space any time during installation, exhibition dates or dismantling.

All exhibitors who hire labor other than Freeman, the official show contractor, must submit a Notice of Intent to Hire an EAC by August 1, 2025 and a Certificate of Insurance for EACs. Exhibitor Appointed Contractors can be designated by following this link: [EAC Designation](#)

Exhibitor Appointed Contractors who have not been approved by Freeman will not be permitted by security to enter the exhibit hall during installation and dismantle times and exhibitors will be responsible for hiring Freeman labor instead.

Exhibitor Appointed Contractors are allowed access to the show floor at the following times:

### Venetian Halls A, B, C & G:

Friday, September 5, 2025	8:00 am – 5:00 pm
Saturday, September 6, 2025	8:00 am – 5:00 pm
Sunday, September 7, 2025	8:00 am – 5:00 pm
Monday, September 8, 2025	8:00 am – 5:00 pm
Tuesday, September 9, 2025	8:00 am – 10:00 am
Wednesday, September 10, 2025	7:00 am – 9:00 am
Thursday, September 11, 2025	7:00 am – 9:00 am. 2:00 pm – 11:59 pm
Friday, September 12, 2025	8:00 am – 5:00 pm
Saturday, September 13, 2025	8:00 am – 12:00 pm

### Venetian Hall D:

Friday, September 5, 2025	8:00 am – 5:00 pm
Saturday, September 6, 2025	8:00 am – 5:00 pm
Sunday, September 7, 2025	8:00 am – 5:00 pm
Monday, September 8, 2025	8:00 am – 5:00 pm
Tuesday, September 9, 2025	8:00 am – 10:00 am
Wednesday, September 10, 2025	7:00 am – 9:00 am
Thursday, September 11, 2025	7:00 am – 9:00 am. 2:00 pm – 11:59 pm

### Venetian Ballroom:

Saturday, September 6, 2025	8:00 am – 5:00 pm
Sunday, September 7, 2025	8:00 am – 5:00 pm
Monday, September 8, 2025	8:00 am – 5:00 pm
Tuesday, September 9, 2025	8:00 am – 10:00 am
Wednesday, September 10, 2025	7:00 am – 9:00 am
Thursday, September 11, 2025	7:00 am – 9:00 am. 2:00 pm – 11:59 pm