<u>Building Policies</u>

Meadowlands Exposition Center

Listed below are regulations and procedures that will be enforced during any exhibit, meeting or event at MEC. Please contact your Event Coordinator for assistance or questions pertaining to these items.

- 1. The height limitation in all exhibit areas of the hall is 20 feet.
- 2. Decorations, signs, banners, etc., may not be taped, nailed, tacked, stapled or otherwise fastened to ceilings, walls, doors, painted surfaces or columns unless otherwise authorized by the MEC.
- 3. No holes may be drilled, cored, or punched into the building.
- 4. No painting of signs, displays, or other objects is permitted in the building.
- 5. No adhesive-back (stick-on) decals or similar items, excluding nametags, may be used in the building.
- 6. No sample food and/or beverage products may be distributed by exposition sponsoring organizations and/or their exhibitors except upon written authorization by the SMG Exposition Services. Please refer to your Lease Agreement.
- 7. No lighter-than-air balloons (i.e. helium) are permitted in the building without prior authorization. At no time are helium tanks permitted in the building.
- 8. "Glitter" or "Confetti" is not permitted at the facility.
- 9. No maintenance, electrical room, or exit doors may be blocked in any way.
- 10. Animals and pets are not permitted in the facility except in conjunction with an approved exhibit, display or performance legitimately requiring use of animals. Seeing Eye dogs are permitted.
- 11. Damage to facility property or equipment shall be the responsibility of the licensee and/or the person or organization causing such damage. Show Management and Service Contractors are invited to inspect licensed areas prior to move-in and following move-out. Damages should be reported immediately to your Exhibition Manager.

MEADOWLANDS EXPOSITION CENTER

355 Plaza Drive – Secaucus, New Jersey 07094 Tel: 201-330-7773 Fax: 201-330-1172 Web-site: <u>www.mecexpo.com</u>