

NEW JERSEY CONVENTION & EXPOSITION CENTER RULES & REGULATIONS

In the interest of public safety, Licensor may modify any terms or conditions of the License Agreement or these Rules and Regulations and Licensee and all exhibitors shall comply with such modification.

1. Licensee shall comply with The Rules of the Fire Official provided by Licensor
(An entire set of Rules are available upon request)
 - Exhibitors may use a 10X10 tent/canopy structure inside the NJ Expo Center
 - Electric will only be permitted under canopy/tents if one or more of the below:
 - 1) There is no material on the tent/canopy frame
 - 2) Structure is accompanied with Flame Retardance Certificate from the manufacture, to California Fire Code Compliance, National Fire Protection Code 701, or spray treated by a licensed company (i.e. Turning Star).
 - All tents/canopy using electric in them, must include a Fire Extinguisher
 - Any tent/canopy that is over 10X10 needs permission from the NJ Expo Center & a minimum of 72 hours before the show move in.

 - All Exit doors will have at least 10' clearance
 - All Floor plans must have the NJ Convention Center building columns visible
 - Each pole is 40' X 40' apart to the center of the pole; poles are 1'X1'
 - All aisles will be minimum of 10' wide or 12' with a column in the middle of the aisle.
 - All floor plans must be submitted to the expo 30 days before the move in date.
 - Any changes to the floor plan must be submitted to the expo as changes are created
 - Changes might not be approved within the 30-day deadline- based on Fire Inspector
 - All floor plans must have plans for lobby or conference center areas if they are being used

 - No open flames are permitted in NJ expo Center without written NJ Expo Center staff permission (including sternos)
 - Permission must be given 24 hours in advance of the move in of the show.
 - If permission is given a Fire Extinguisher must be present (1 Extinguisher per table)
 - All materials brought in to the building must be flameproof with certificates

NJ Convention Center has an independent company that can spray most materials including canopies.

2. The Space shall not be used for sleeping or lodging purposes.
3. No cooking on site without Licensor's prior, express, written consent.
 - Vendors are responsible for filing all Health/Cooking Permits with Edison Township
4. All vehicles and/or material handling equipment supplied by or for Licensee for use in the Building shall be equipped with wheels which do not mark or mar the floor surface.
5. No vehicles or other equipment or displays which exceed the Hall floor load, shall be brought or placed On the Building Floor, wall and roof load limits shall not be exceeded.
6. Licensee and its exhibitors shall promptly and courteously comply with the directions of any Manager on Duty or security personnel employed or used by Licensor or local authorities.
7. No advertisements, signs, handbills, or other visual media devices shall be placed outside of or attached to the exterior of the Building without Licensor's prior, express, written consent. In particular, no handbill or the like shall be placed on the windshields of any cars, wherever located within Raritan Center, before, during or after any Event. In addition to flyers, charitable solicitation is prohibited. No posters are to be taped/glued to any walls.
8. Adhesive badges are prohibited. All identification badges shall be of a nature that they do not adhere to floor, wall or other surfaces of the Hall and surrounding areas. Tagging is not permitted.
9. Licensee shall arrange and pay for any emergency and/or medical services and attendants necessary or desirable for the Event.
10. Admission of the public to the Event shall only be allowed through designated entrance and corridors
11. Animals shall not be allowed in the Hall except with Licensor's prior, express, written consent., or service animals
12. Licensee, their attendees or exhibitors shall not obstruct or interfere with other tenants, occupants and users of and/or visitors to the building wherein the Hall is located.
13. Gambling is prohibited