

ALASKA AIRLINES CENTER

VENDOR INFORMATION

The Alaska Airlines Center gym floors are maple and will be protected with a 4mm vinyl covering during the Home Show. Do not use objects with sharp or pointed edges that could penetrate or damage the floor covering. Damage to the flooring may result in substantial charges. Notify AHBA or Alaska Airlines Center staff immediately if any damage occurs.

FACILITY & SAFETY REQUIREMENTS

- ❖ **Fire Safety:** Alaska Airlines Center will provide ABC-rated fire extinguishers. Open flames are prohibited.
- ❖ **Floor Weight:** Maximum load on the gym floor is 100 lbs. per square foot.
- ❖ **Liquids:** Water or other liquids are not permitted in displays. Personal drinking-water bottles are permitted.
- ❖ **Vehicles & Trailers:** Vehicles and trailers are not permitted on the gym floor.
- ❖ **Forklifts:** Two forklifts will be available during designated move-in and move-out periods. Only Alaska Airlines Center staff may operate forklifts.
- ❖ **Tape & Adhesives:** Do not use duct tape, gaffer's tape or Scotch tape on the facility. Only painter's tape may be used for affixing signage to the building.
- ❖ **Push Carts:** A limited number of approved push carts will be available during move-in and move-out. Vendors are encouraged to bring their own carts with soft wheels.
- ❖ **Balloons:** Helium balloons are prohibited.
- ❖ **Firearms & Animals:** Firearms are prohibited. Pets are not permitted except for service animals.

MOVE-IN & ACCESS

- ❖ **Freight Elevator:** May only be used during designated move-in and move-out times and must be operated by Alaska Airlines Center staff.
 - Dimensions: 12' W × 25'6" L × 93" H
 - Weight capacity: 20,000 lbs.
- ❖ **Vendor Entrance:** During show days, vendors must use the designated Vendor Entrance and display their vendor badge for entry. Vendor badges may not be shared with friends, family members or other guests.
- ❖ **Vendor Parking:** During show hours, vendors must park in the designated Providence PS2 or PS3 parking areas unless they have purchased a VIP Vendor Parking Pass (\$50). Please leave the Alaska Airlines Center main lot available for Home Show attendees.

AHBA and Alaska Airlines Center staff will be available throughout the weekend. Please reach out to staff if you have questions or need assistance.