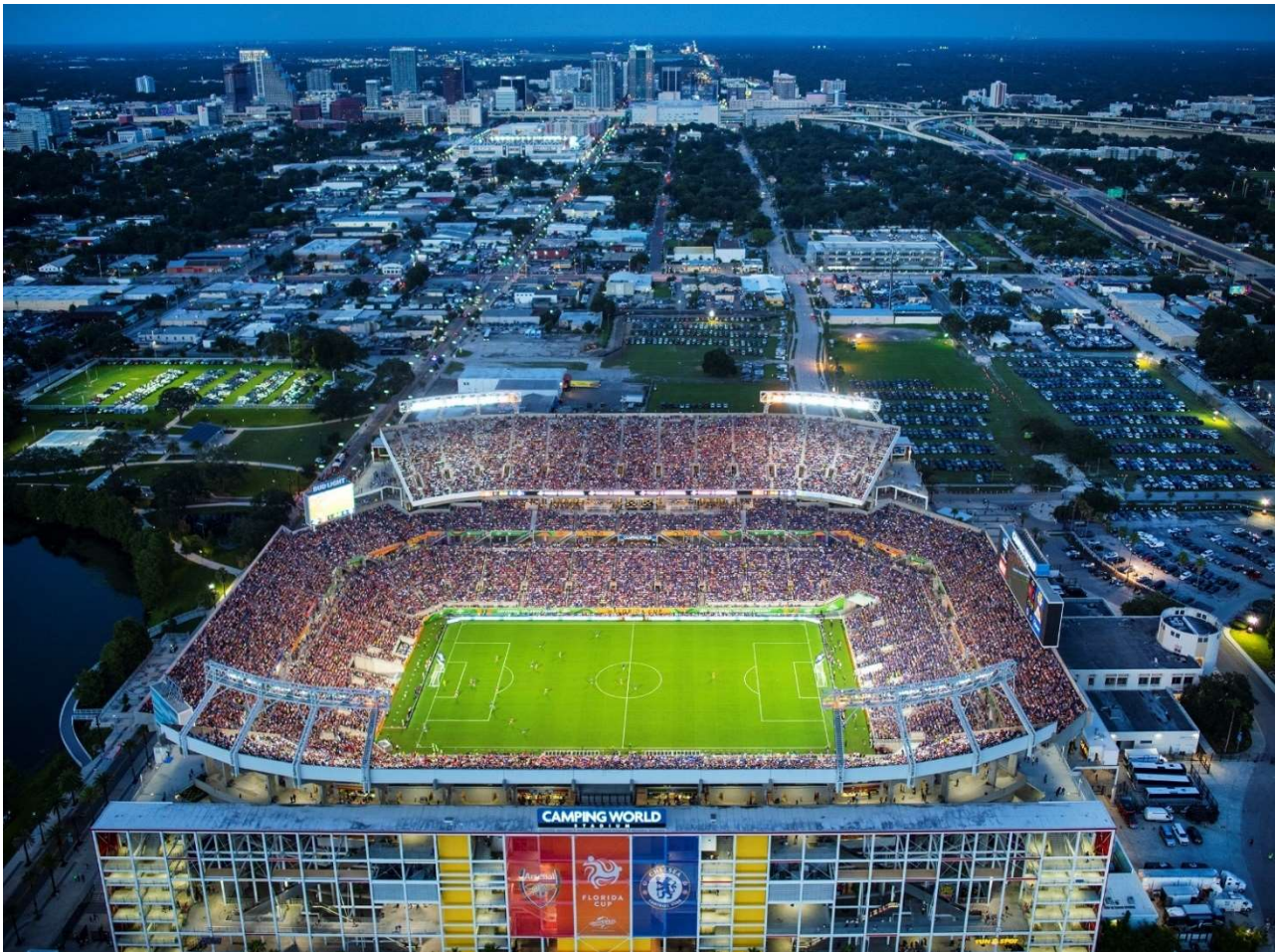




PRODUCTION GUIDE

Version 2 – 3/26/25



CAMPING WORLD STADIUM 1610 West Church Street, Orlando, FL 32805



Table of Contents

Staff Directory	3
Booking Procedures.....	4
Location, Lodging & Directions	5
Stadium Features & Amenities	7
Equipment List	8
Stadium Maps	9
Marketing & Ticketing	12
Permitting	13
Seating Chart	19
Bag Policy	20
Back of House Functional Space.....	22
Back of House Map.....	23
Electrical Show Power	24
Electrical Show Power Map	25
LED Board Content Creation Guide.....	26
Food & Beverage	29
Stadium Parking Map.....	30
Show Production Parking Map.....	31
Security	33



STAFF DIRECTORY

Administration

Allen Johnson Chief Venues Officer
allen.johnson@cityoforlando.net | 407.440.7070

Craig Borkon Deputy Chief Venues Officer
craig.borkon@cityoforlando.net | 407.440.7040

Booking

Kevin Brown Booking Manager
kevin.brown@cityoforlando.net | 407.440.7041

Box Office

Eric Johnson Ticket Operations Manager
eric.johnson@cityoforlando.net | 407.440.7055

Ryan Folsom Ticket Operations Assistant Manager
ryan.folsom@cityoforlando.net | 407.440.7056

Finance

Clyde Boutte Business Division Manager
clyde.boutte@cityoforlando.net | 407.440.7051

Miguel Williams Fiscal Manager
miguel.williams@cityoforlando.net | 407.440.7050

Courtney Thornberry Account III
courtney.thornberry@cityoforlando.net | 407.440.7070

Brian Weber Technology Specialist
brian.weber@cityoforlando.net | 407.440.7025

Guest Experience/Security

Mike Weeman Guest Experience Division Manager
mike.weeman@cityoforlando.net | 407.440.7012

Amanda Horning Assistant Division Manager of Events
amanda.horning@cityoforlando.net | 407.440.7045

John Ballantine Venues Event Manager
john.ballantine@orlando.gov | 407.440.5706

Paul Grohowski Security Manager
paul.grohowski@cityoforlando.net | 407.440.7011

Robert Collins Lead Security Officer
robert.collins@orlando.gov | 407.440.5711

Security Command (24/7 Office) | 407.440.5740

Marketing

Kirk Wingerson Marketing Division Manager
kirk.wingerson@cityoforlando.net | 407.440.7024

Tanya Bowley Marketing & Promotions Manager
tanya.bowley@cityoforlando.net | 407.440.7020

Victoria Gagarin Marketing Coordinator
victoria.gagarin@cityoforlando.net | 407.440.7044

Thomas Metevia Interactive Media Coordinator
thomas.metevia@orlando.gov | 407.440.7022

Operations

Charles P. Leone Jr. Deputy Chief Venues Officer
charles.leone@cityoforlando.net | 407.440.7060

Robert Cox Stadium Operations Manager
robert.cox@cityoforlando.net | 407.440.5704

Lindsey Brinson Venue Operations Coordinator
lindsey.brinson@orlando.gov | 407.440.5701

Al Roman Maintenance Crew Leader
al.roman@cityoforlando.net | 407.440.5701



BOOKING PROCEDURES

Booking Contact

Kevin Brown
kevin.brown@cityoforlando.net | 407.440.7041

Calendar of Events

Camping World Stadium maintains an official event calendar for the booking of all available areas within the stadium. The public calendar found on our Web site is not the booking calendar. Please contact the Booking Manager for tentative open dates for your upcoming event. Clients interested in holding dates for upcoming events are required to complete an Event Request Form.

Event Request Form

Please contact the Booking Manager for an Event Request Form.

Contract Execution

Camping World Stadium will prepare a written contract to be signed by the client. All terms are subject to change until the contract has been signed and fully executed by both parties. Any additions made to the contract should be in writing and signed by both parties.

Deposits

In addition to the venue agreement, events may be required to provide a deposit. If tickets sales are not adequate to cover building expenses, the client may be required to make additional deposits prior to event date.

If deposits are not made by the agreed upon

date, the event is subject to cancellation and deposit forfeited.

Insurance & Indemnification Requirement

Camping World Stadium requires all clients to obtain their own insurance stating City of Orlando as Additional Insured. If insurance is not obtained by the client within 7 business days prior to event, event is subject to cancellation.

Bodily Injury* –
\$1,000,000

Property Damage –
\$1,000,000

Additional Insured – City of Orlando, Florida

* Injury to, or death of one or more persons as a result of any one occurrence.

Settlement

At the conclusion of the event, the client is responsible to settle all outstanding expenses and contractual fees.

At settlement, the client will be presented with proof of expenses acquired during client's events. (Example: Advertisement Expenses, Box Office Reports, Catering, Rent Balance, Taxes, Ticketing Expenses, Reimbursable Expenses, etc.)



Location, Lodging, & Directions

Shipping Address

Camping World Stadium (Loading Dock) – *Always include name of show & venue contact.

1610 West Church Street
Orlando, FL 32805
Security Control: (407) 440-5740

Directions to Camping World Stadium

From Interstate 4:

Eastbound traffic should exit at Orange Blossom Trail, proceed north (right) on Orange Blossom Trail to the stadium. Turn Left on to South Street. Event signs will lead you to the stadium. Proceed to 1610 W. Church St.

Westbound traffic should exit at Colonial Drive/SR 50 and proceed west (right) on Colonial Drive. Turn left onto Orange Blossom Trail. Event signs will lead you to the stadium

From SR 408 (East/West Expressway toll road):

Eastbound traffic should exit SR 408 at Tampa Ave. Turn right at “gate D” on right side. Event signs will lead you to the stadium.

Westbound traffic should exit SR 408 at Orange Blossom Trail and proceed straight onto Long Street to Tampa Ave. Turn right and proceed through “Gate D”. Event signs will lead you to the stadium.

From Orlando International Airport (MCO):

North airport exit to SR 436 (Semoran Blvd.) and proceed north to SR 408 (E/W Expressway toll road) westbound. Exit SR 408 on Orange Blossom Trail. Proceed Straight onto Long Street to Tampa Ave. Turn Right and proceed through “Gate D”.

Airports

Orlando Executive Airport (about 8 Miles)

Orlando Executive Airport is located 7 miles from the Camping World Stadium. For your convenience, the following charter air services are located there; Sheltair Aviation and Showalter Flying Service.

Sheltair Aviation

321 North Crystal Lake Drive
Orlando, Florida 32803
Tel: (407) 896-2799

Showalter Flying Service

400 Herndon Ave
Orlando, Florida 32803
Tel: (407) 894-7331

Orlando International Airport (10 Miles)

1 Jeff Fuqua Blvd
Orlando, Florida 32827
Tel: (407) 825-2001

CAMPING WORLD STADIUM 1610 West Church Street, Orlando, FL 32805



Hospitals

Orlando Health (1.5 Miles)

1414 Kuhl Avenue
Orlando, FL 32806
Tel: (321) 841-5411
Tel: (321) 841-5210 (Emergency Dept.)
www.orlandohealth.com

Orlando Regional Medical Center – ER (2.2 Miles)

29 West Sturtevant Street
Orlando, FL 32806
Tel: (321) 841-5231
www.orlandohealth.com

Advent Health Orlando (4.3 Miles)

601 East Rollins Street
Orlando, FL 32803
Tel: (407) 303-5600
www.adventhealth.com

Nearby Hotels

Best Western Orlando West (1.0 Miles)

2014 W. Colonial Dr. Orlando, FL 32804 | 407.841.8600

Grand Bohemian Hotel Orlando (1.4 Miles)

325 S. Orange Ave, Orlando, FL 32801 | 407.313.9000

Marriott Orlando Downtown (1.7 Miles)

400 W. Livingston St, Orlando, FL 32801 | 407.868.8686

Embassy Suites by Hilton Orlando Downtown (1.9 Miles)

191 E. Pine St, Orlando, FL 32801 | 407.841.1000

Hampton Inn & Suites Orlando/Downtown South (2.1 Miles)

43 Columbia St, Orlando, FL 32806 | 407.270.6460

Aloft Orlando Downtown (2.4 Miles)

500 S. Orange Ave, Orlando, FL 32801 | 407.380.3500

Crowne Plaza Orlando-Downtown (3.2 Miles)

304 W. Colonial Dr, Orlando, FL 32801 | 407.843.8700

Residence Inn by Marriott Orlando (3.5 Miles)

680 N. Orange Ave, Orlando, FL 32801 | 407.482.1500

Courtyard by Marriott Orlando Downtown (4.5 Miles)

730 N. Magnolia Ave, Orlando, FL 32803 | 407.996.1000

Convention and Visitors Bureau

Florida Citrus Sports

1 Citrus Bowl Place, Orlando, FL 32805

Florida Citrus Sports is a not-for-profit event management organization dedicated to positively impacting the Orlando region while enhancing the quality of life in Central Florida through world-class events.

Greater Orlando Sports Commission

400 W Church Street, Orlando, FL 32801

Founded in 1993, Greater Orlando Sports Commission (GO Sports) has hosted or co-hosted more than 1,600 events in the Greater Orlando area with a total economic impact exceeding \$2.6 billion in spending within the community.

Visit Orlando – Official Visitor Center

8102 International Dr. Orlando, FL 32819 | (407) 363-5872

Visit Orlando is The Official Tourism Association® for Orlando, the most visited destination in the United States and Theme Park Capital of the World®. A not-for-profit trade association that brands, markets and sells the Orlando destination globally, Visit Orlando represents 1,200-member companies comprising every segment of Central Florida's tourism community.



STADIUM FEATURES AND AMENITIES

Features

Field & Plaza Level Seating // Chair-back seats and ADA accessibility

Terrace Level Seating // Bleacher-style seats

Elevators & Escalators // 10 elevators and 8 escalators

Load-In Information

Loading Dock Address // Camping World Stadium loading dock is located at 1610 West Church Street off of South Tampa Avenue

Docks Available // 1 Main Open Dock, no leveler

Dock Clearance // 41'W x 12'H

Ramp // 8' W x 10' H

Dock Power // The loading dock is equipped with (10) services of 200 amps 3-phase reverse ground and neutral power

Freight Elevator

(1) East Side near Gate B

(1) West Side near Gate E

Weight Maximum // 10,000 lbs.

Dimensions // 6'W x 10'D x 7'H

Access Door // 6W x 7'H

Vom Clearance Refer to Event Level Map

North Vom // 25' W x 15' H

South Center Vom // 10' W x 10' H

SE Vom // 14' H x 24' W

SW Vom // 14' H x 24' W

Field Wall Dimensions

East and West Field Walls // 5.5' H

Field Covers

Most field covers are drivable. Check with your stadium event contact before driving onto the field.

Permitting

Special permit applications for the following activities must be submitted to the City of Orlando Fire Department within 10 business days prior to event.

- Display or operation of any unusual electrical, mechanical or chemical device, which may present a hazard
- Display or operation of any heater, barbeque, open flame, candles, lamps, torches etc.
- Use or storage of flammable liquids, compressed gases or dangerous chemicals as determined by the Fire Marshal
- Any pyrotechnics, fireworks or special effects display or process
- Any unusual use of a motorized vehicle inside a structure
- Any special cooking requirements. This includes cooking inside of convention areas, locker rooms, or areas where cooking is not normally performed.
- Tents in excess of 100 sq.ft. (10x10) erected inside and or outside the host facility. A separate permit may also be required by the City of Orlando Permitting Department.

See page 12 for stage permitting

Permitting forms are available on the City of Orlando website, www.cityoforlando.net/permits, or in person at:

Permitting Services Division

City Hall, First Floor

400 South Orange Avenue

Orlando, Florida 32802-4990

Phone: 407.246.2271

Fax: 407.246.3420

Equipment

Minimal stadium equipment is available for use while on site but otherwise all show equipment must be rented for/by the show.

See PG. 9 for additional equipment information.

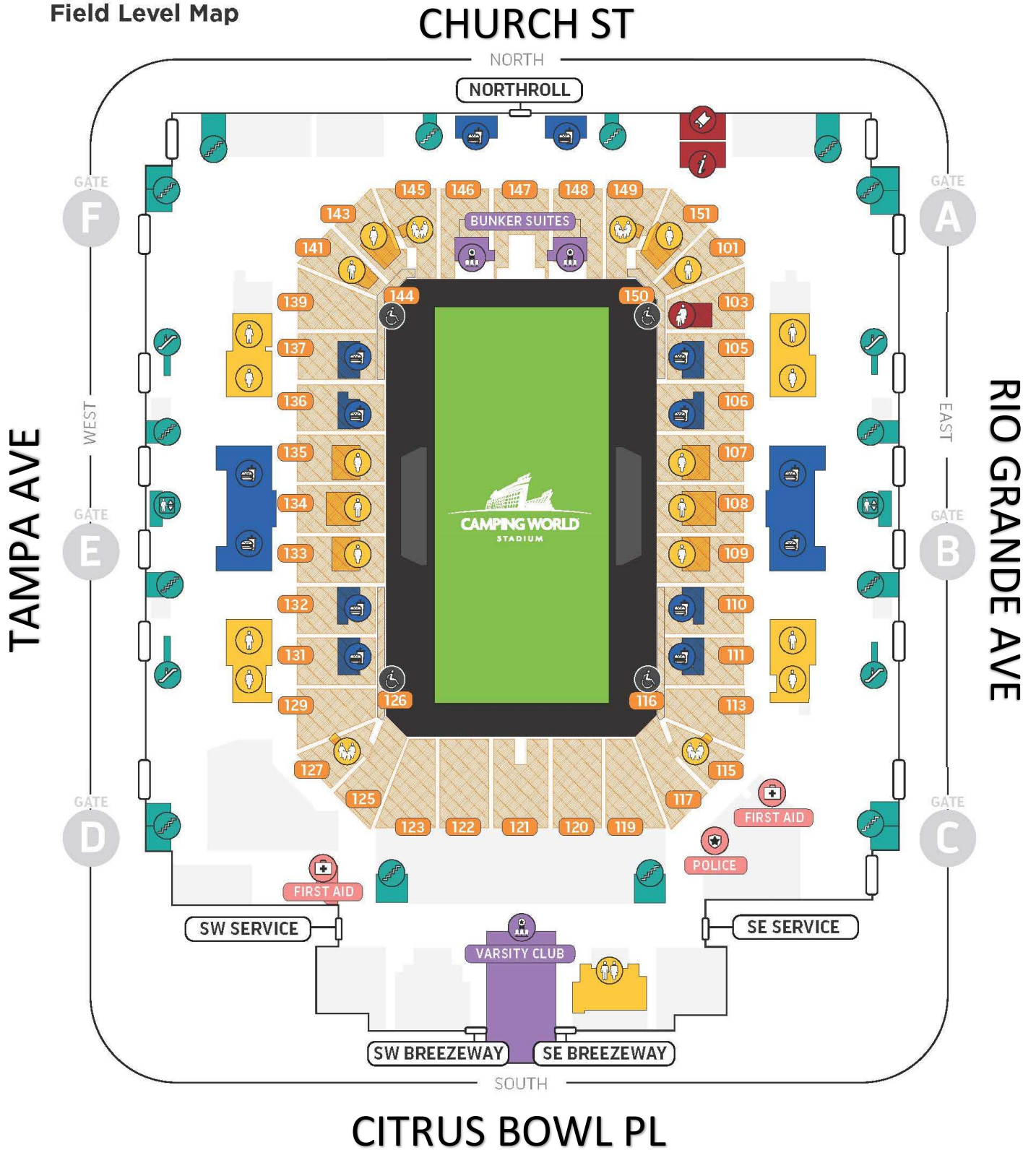
***BACK OF HOUSE EQUIPMENT LIST**

Product	Size/Type	Quantity	Color
Back of House Equipment			
Tables (rectangle)	8ft	10	Tan
Tables (rectangle)	6ft	19	Tan
Tables (cocktail round)	36"	15	Tan
Tables (round)	60"	20	Tan
Stage Decks	4 x 8	25	Black
Z Frames	1 ft	9	Black
Z Frames	2 ft	13	Black
Pipe and Drape: Regular Poles	8 ft	44	Silver
Pipe and Drape: Crossbars	Up to 10 ft	30	Silver
Pipe and Drape: Bases	N/A	30	Silver
Pipe and Drape: Drapes	8 x 4 ft	69	Black Banjo
Couches	5 ½ ft	7	Green
Ottoman	4 ft	6	Green
Coffee Table	4 x 4	18	Brown
Refrigerators	various	12	N/A

**Must confirm with event manager before usage. What cannot be provided from the venue can either be rented by the client or the venue on behalf of the client.*

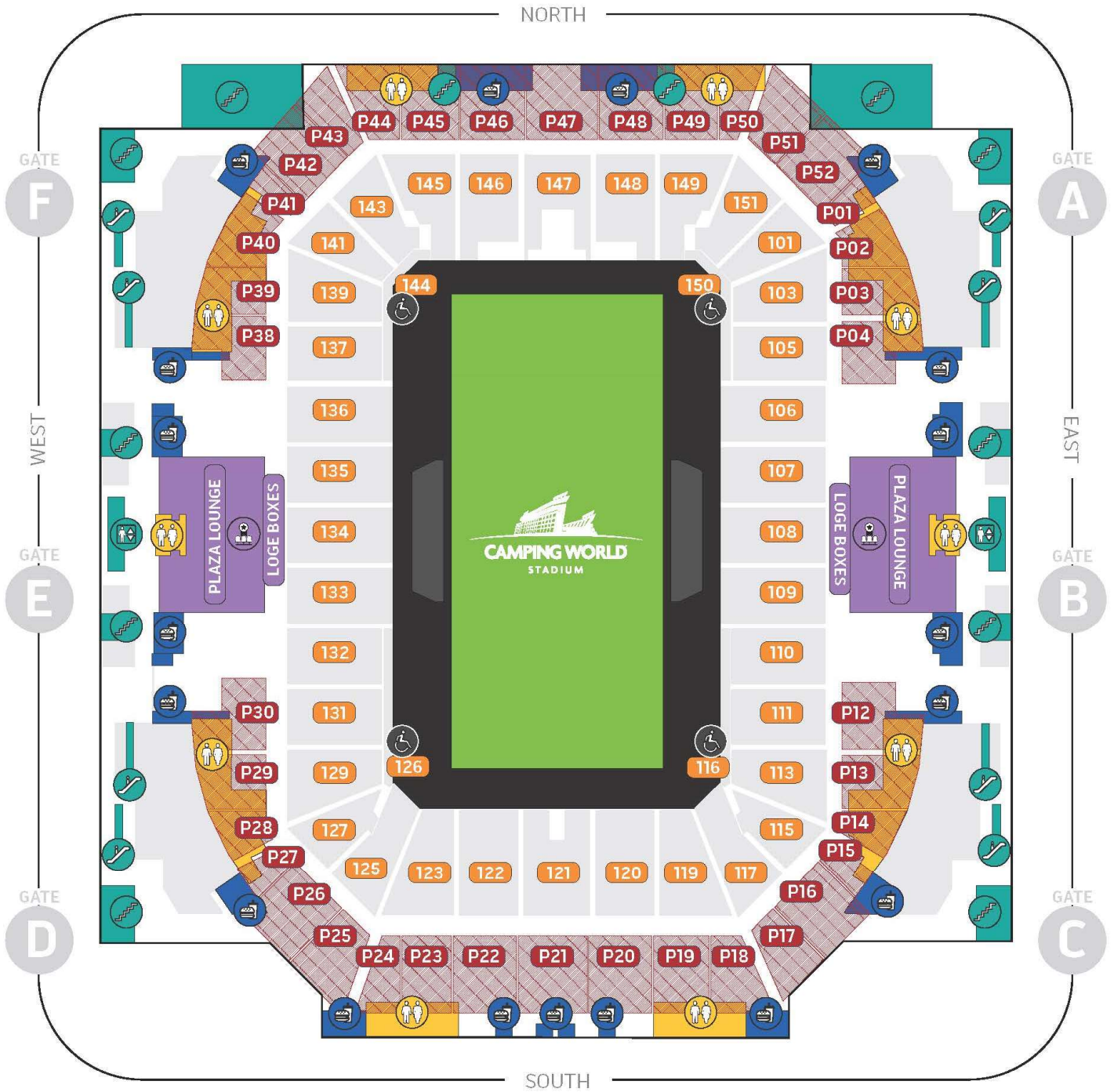
FIELD LEVEL MAP –

Field Level Map



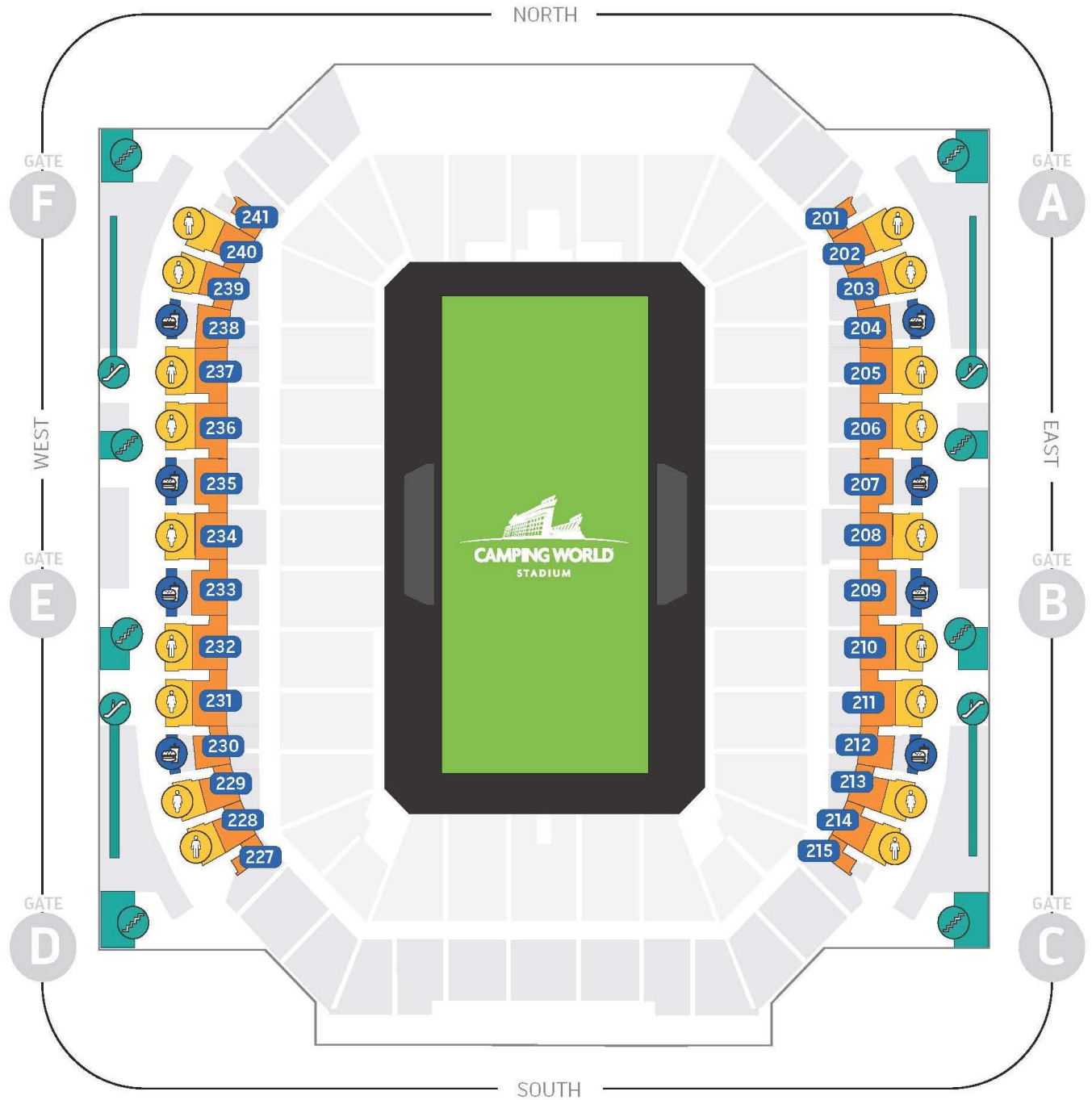
PLAZA LEVEL MAP

Plaza Level Map



TERRACE LEVEL MAP

Terrace Level Map





Marketing

Camping World Stadium offers full-service marketing and communications to support your event. We can provide comprehensive marketing plans, media buying, promotions and/or provide you with recommendations and media contracts. We are committed to supporting promoters and presenters with the most professional, knowledgeable and effective event marketing to ensure a successful event.

Advertising expenses are due at event settlement, unless prior arrangements have been made. Advertising settlement will include all support documentation of advertising placed.

INTERACTIVE MEDIA WEBSITE

www.CampingWorldStadium.com

SOCIAL MEDIA

Facebook: [Camping World Stadium | Orlando FL | Facebook](#)

X: [Camping World Stadium \(@CWStadium\) / X \(x.com\)](#)

Instagram: [Camping World Stadium \(@campingworldstadium\) • Instagram photos and videos](#)

CONTACTS

Tanya Bowley (tanya.bowley@orlando.gov) and/or Kirk Wingerson (kirk.wingerson@orlando.gov)

Ticketing

Box Office

- The Camping World Stadium Box Office is only open on event days.
- On non-event days please visit the Kia Center Box Office located at 400 West Church Street. Hours of operation are Monday through Friday from 9 am to 6 pm. The Kia Center box office accepts cash, Visa, MasterCard, American Express and Discover.
- Ticketmaster.com also offers ticket options for all events.

Will Call

- Will call tickets purchased through Ticketmaster can be picked up at the Camping World Stadium box office during event specific hours of operation.

Electronic Ticketing

- Camping World Stadium operates using electronic ticketing (exceptions apply) via your smartphone device. Paper tickets can be printed at the box office if you are unable to provide it on your phone. Screenshots will not get you into the venue.



STAGE PERMITTING

STANDARD OPERATING PROCEDURE

Subject: STAGE PERMITTING (outdoor structures)	Date: January 25, 2024
Implemented By: CWS Operations/Guest X events staff	Signed off: _____ Version: 1
CONTACT INFORMATION: Amanda Horning, Assistant Division Manager Events 407-440-7045, Amanda.horning@cityoforlando.net	Prepared By: Amanda Horning, Assistant Division Manager Events 407-440-7045 Amanda.horning@cityoforlando.net

PURPOSE:

To ensure that stage permitting is acquired & confirmed prior to stadium shows being on site & inspections scheduled in a timely fashion. Historically this has been done last minute and special accommodations made to acquire & confirm so these procedures are being documented to process stage permitting better & more efficiently moving forward.

WHO:

Camping World Stadium Facility Operations Manager – Rob Cox – Robert.cox@orlando.gov

Camping World Stadium Events Manager – John Ballantine – john.ballantine@cityoforlando.net
OR Amanda Horning – Amanda.horning@cityoforlando.net

Show Production Manager/Map Company/Structural Engineer–will be show specific– Event Manager to collect

Grizzly Construction – Josh Carr – josh@grizzlyconstruction.net

City of Orlando Property Owner–Craig Borkon - craig.borkon@cityoforlando.net OR Charlie Leone – Charles.leone@cityoforlando.net

Notary (City of Orlando) – Lindsey Brinson – lindsey.brinson@orlando.gov OR Roberta Scott – Roberta.scott@cityoforlando.net

City of Orlando–Permitting Services–“New Permit” in subject line & submitted to digitalpermits@orlando.gov

STAGE PERMITTING

STEPS TO ACQUIRE STAGE PERMIT:

SHOW: _____

- Acquire structural drawings/renderings from show production manager/show promoter.
- Overlay CWS life safety plan onto the show map full stadium view & save.
- Any documents that will be submitted in the application must be separate pages. Therefore, Event Manager and/or Grizzly Construction can create separate PDF pages to prepare the submittal.
- Each page must have digital seal on each page – see example below.
- Grizzly Construction prepare permit application & send to Events Manager/Operations Manager.
- Events manager get permit application signed by property owner & notarized.
- Events manager share signed & notarized copy of permit application, show renderings & overlaid life safety plan back to Grizzly Construction for permit submittal.
- Grizzly Construction submit permit to Permitting Services & notify Event Manager & Operations Manager of status.
- Grizzly Construction notify Event Manager & Operations Manager when permit has been approved.
- Grizzly Construction share approval notification with Event Manager to document approval.
- Grizzly Construction schedule on-site inspection with Event Manager based upon build schedule.
- Event Manager will include Operations Manager, show promoter, on-site production manager and himself on the calendar invite for the on-site inspection.
- Formal inspection sheet done on-site & saved in show folder on the N drive.
- Certificate of Completion sent to entity that submitted application – Grizzly Construction.
- Grizzly Construction shares the Certificate of Completion with Event Manager & Facility Operations Manager.
- Event Manager saves Certificate of Completion in show folder on the N drive.

STAGE PERMITTING SAMPLE DOCUMENTS

BUILDING PERMIT APPLICATION

Submit application to digitalpermits@orlando.gov

For efficient processing, please reference "New Permit" in the Subject Line.

***Required Fields**

Date: 9-7-2023 LEED Certified Silver Gold Platinum

*Job Site Address or Parcel ID #: 1610 W Church St, Orlando, FL 32805 - 27-22-29-1349-00-010
 *Digital Applicant/Primary Contact: Joshua Carr *Phone: 407-709-8801
 *Email: josh@grizzlyconstruction.net



PROPERTY

*Job/Project Name: Karol G
 *Property Owner Name: City of Orlando
 Property Owner Email:
 *Address: 1610 W Church St, Orlando, FL 32805 Phone: 407-246-2121
 Business Owner Name: City of Orlando
 Address: 1610 W Church St, Orlando, FL 32805 Phone: 407-246-2121

CONTRACTOR

Name: Joshua Carr
 Address: 1698 Taylor Ridge Loop, Kissimmee, FL 34744
 Email: josh@grizzlyconstruction.net
 Company Name: Grizzly Construction Enterprises Inc.
 Company Address: 1698 Taylor Ridge Loop, Kissimmee, FL 34744 Phone: 407-709-8801

PROFESSIONALS

Architect/Engineer's Name: Clarke Reder Engineering Inc
 Email:
 Address: 10091 Mosteller Lane, Cincinnati, Ohio, 45069 Phone: 513-851-1223

Bonding Company Name & Address:
 Fee Simple Titleholder's Name & Address (if other than owner):
 Mortgage Lender's Name & Address:

*Include description of proposed work, including detached structures (ex: garage/apt)
 Karol G stage
 Temp stage lighting to be powered by portable generator

Will you be removing any trees on the property? Yes No
 If yes, a tree removal permit is required. Visit orlando.gov/treeremoval for more information.

Page 1 of 4
Rev 9/2021

WORK TYPE

***(SUBTYPE - SELECT ONE):**

New Roof² Change of Use Dumpster Enclosure/Pad
 Addition Accessory Structure Swimming Pool
 Alteration¹ Tent Solar
 Fence Repair/Replace¹ Sign

¹Requires separate scope of work ²Requires Re-roofing Information form

*Total Sq. Ft of Tenant Space: 4000 *Estimated Construction Cost \$ 12,000
Note: Owner furnished equipment and materials must be included in Estimated Construction Cost.

Related to Code Enforcement Action? Yes No

*Plan Review Type: Commercial Residential (single family) Residential 2 (duplex) Residential 3 or more units # of Units

Company Name	State of Florida License # Reg/Cert	Card Holders Name
Elect. _____	_____	_____
Mech. _____	_____	_____
Plumb. _____	_____	_____
Gas. _____	_____	_____
Fire. _____	_____	_____

SIGN

(PLEASE FILL OUT THIS SECTION FOR SIGN PERMITS ONLY)¹ Awning, billboard, construction, ground/pole, marquee, monument, other, political campaign projecting, real estate, trailer, wall, window (identify existing and proposed signs)

Building Frontage (Ft): _____ Primary _____ Secondary _____ Third _____ Fourth _____

Sign Type ²	Electric? (Y/N)	Sign Area (SqFt)	Existing or Proposed?
_____	_____	_____	_____
_____	_____	_____	_____

POOLS

Deck Area (SqFt): _____ Fenced? (Y/N) _____ Screened? (Y/N) _____ Overhead Power Distance (Ft): _____

Length (Ft): _____ Width (Ft): _____ Area (SqFt): _____ In Use From: _____ To: # of Tents: _____
 *Flame Retardant Certificate Required

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in the City of Orlando. I understand that a separate permit must be secured for MECHANICAL, ELECTRICAL, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS and AIR CONDITIONERS, etc.

OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

ECONOMIC DEVELOPMENT - PERMITTING SERVICES
 400 South Orange Avenue - First Floor PO Box 4990 - Orlando, FL 32802-4990
 P 407.246.2271 F 407.246.3420 - Orlando.gov/permits



STAGE PERMITTING SAMPLE DOCUMENTS



INSPECTION RECORD

Issue Date: September 21, 2023
Expiration Date: March 19, 2024
Parcel #: 292227134900010
Project Name: KAROL G
Permit #: BLD2023-20241
Permit Address: 1610 W CHURCH ST
Worktype: Accessory Structure
Master #:
Project #:

Owner: CITY OF ORLANDO
Contractor: JOSHUA CARR
Contractor License: CGC1524878

SEPARATE PERMITS ARE REQUIRED FOR PLUMBING, MECHANICAL AND ELECTRICAL INSTALLATIONS

BUILDING	Mechanical	ELECTRICAL	ENGINEERING	FIRE	PLUMBING
Footer 100	Rough-In 200	Footer Steel Grounding 112	Address 270	UG Main-Visual 450	UG Rough-In 380
MH Tie Down 345	Above Ceiling 135	Temp Service 350	Driveway 280	UG Main-Flush 460	Sanitary 390
Slab 405	Pipe Pressure 370	Underground/Slab 355	Sidewalk/Ramp/Curb 290	UG Main-Hydro 470	Tub Set 010
Vert Cells/Columns 310	Refrigeration 375	Rough-In 200	Subbase/Base 262	Hyd Flow Test 440	Water Pipe 230
Lintel/Tie Beam 305	Kitchen Hood 205	Above Ceiling 135	Sanitary Sewer 277	Hydro-Sprinkler 480	Sewer 240
Masonry Wall Reinforcing 315		Pre-Power 199	Storm Sewer 275	Fire Pump Test 410	Rough-Gas 200
Roof Decking 120	Final 600	Final 600	Zoning Final/ Landscape Final BLD 170	Sprinkler/Standpipe 400	Rain Leader 250
Ext Dry In/In Progress 125	SWIMMING POOL:		Final 600	Sprinkler Sys Ait 485	Other 210
Ext Sheathing/ Strapping 127	BUILDING:	ELECTRICAL:	LOW VOLTAGE:	Chemical/Agent 430	Plumbing Final 600
Framing 130	Pool Steel/Pipe Pressure 340	Steel Bonding 112	Rough-In 200	Fuel Tank 490	Gas Final 600
Insulation 140	Safety Check 343	Underground 355	Above Ceiling 135	Alarm System 420	Final 600
Above Ceiling 135	Deck/Pipe Pressure 342	Deck/Grounding 341	Final 600	Final 600	Final 600
Rated Assembly Fastening 132	Footer 100				
Lath/Stucco 325	Final 600	Final 600			
BLD Fire Final 150					
Final 600					

The permit conveys no right to occupy any street, alley or sidewalk, or any part thereof, either temporarily or permanently except that specifically provided for in the Building Code. Location of public sewers may be obtained from Permitting and Code Enforcement. Approved plans MUST be retained on the job and this card KEPT POSTED until final inspection has been made. The building SHALL NOT BE OCCUPIED until the Certificate of Occupancy has been issued. Failure to Comply with the Contractor's Lien Law can result in the property owner paying twice for the Building Improvement. It is unlawful to remove this card until construction is complete. Ch 7-13.135, Florida Statutes requires the following to be placed on Permit Card:

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.

Permits are not valid until all applicable fees are paid!
 To request an inspection call "PROMPT", our Interactive Voice Response system at 407.246.4444. Information on "PROMPT" may be found at: www.cityoforlando.net/permits/pdfs/prompt.pdf. You may also request an inspection online at: <https://permitlookup.cityoforlando.net/WebPermits/>

SEATING CHART

NORTH BOX OFFICE



STADIUM LEVELS + MAP KEY ICONS									
101 SEATING SECTIONS		ADA	GATES	ESCALATOR	STAIRS	ELEVATOR			
TL	TERRACE LEVEL	SL	SUITE LEVEL	CL	CLUB LEVEL	PL	PLAZA LEVEL	FL	FIELD LEVEL
WEST CONCOURSE 227 – 241 EAST CONCOURSE 201 – 215		WEST SUITES A – M TOM MICKLE PRESS BOX VERANDA SUITE EAST SUITES 01 – 24 SKYLINE CLUB VERANDA SUITE		WEST C32 – C36 CLUB SECTIONS CLUB LOGES EAST C06 – C10 CLUB SECTIONS CLUB LOGES		PLAZA LOUNGES PLAZA LOGES CONCOURSE SECTIONS P01 – P52		BUNKER SUITES VARSITY CLUB CONCOURSE SECTIONS 101 – 151	
NEED ASSISTANCE?				TEXT ISSUE DESCRIPTION AND LOCATION TO: (407) 440-7447					

CLEAR BAG POLICY

To provide a safer environment for the public and significantly expedite patron entry to Camping World Stadium, a 'clear bag' policy will be implemented.

Exceptions include medically-necessary items and parent bags. All items are subject to security search guidelines.

CLEAR BAG POLICY



14"
14"
6"

CLEAR TOTE



1 GALLON PLASTIC STORAGE BAG

MUST BE UNDER 14" x 14" x 6"



14"

CLEAR BACKPACK ✓



CLEAR FANNY PACK ✓



4.5"
6.5"

SMALL CLUTCH ✓

PROHIBITED ITEMS

Prohibited items (may be subject to change per event)

- Air horns
- Bottles (with the exception of one commercially branded, empty plastic water bottle no larger than 20 oz.)
- Cameras with detachable lenses and/or lenses three inches or longer
- Cans
- Carts
- Coolers
- Cycles
- Face Masks
- Fireworks
- Hard containers
- Illegal drugs
- Laptops
- Large bags
- Laser pointers
- Megaphones
- Outside food & beverages
- Pets (except service animals)
- Poles longer than 12 inches
- Selfie sticks
- Seat cushions that have pockets, zippers, compartments, covers, or rigid frames
- Signs with indecent or derogatory comments/images, political statements and commercial references
- Signs larger than 11 In. x 17 In.
- Skates
- Skateboards
- Unauthorized solicitation, handbills, giveaways or sampling
- Umbrellas
- Video or audio recorders
- Weapons of any kind

Fan Bag Policy

- Bags/purses must be smaller than 14 In. x 14 In. x 6 In. (Parent bags or medically necessary bags are allowed, but they must fit in the above dimensions).
- No backpacks are allowed, unless they are clear. If a fan brings a backpack, they will have to return it to their vehicle. On an event by event basis, there may be an alternative for fans who have oversize bags e.g. Mobile Lockers – discuss during show advance.

Banners and Signs

- Signs must be no larger than 11 In. x 17 In. and may not be attached to

any poles/sticks. Camping World Stadium management may prohibit and confiscate signs that are not event-related, excessive in size or that contain indecent or derogatory comments or images, political statements or commercial references. Banner and signs may not be hung anywhere.

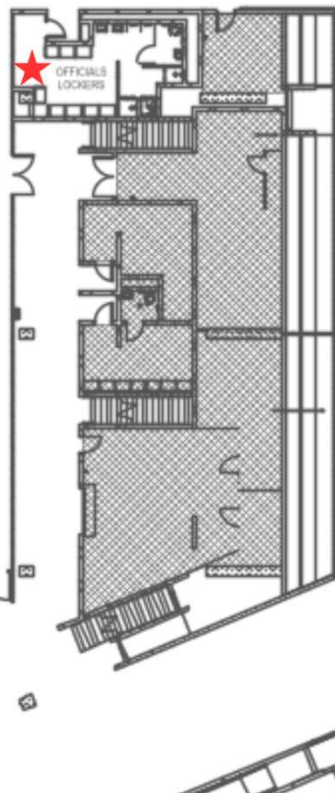
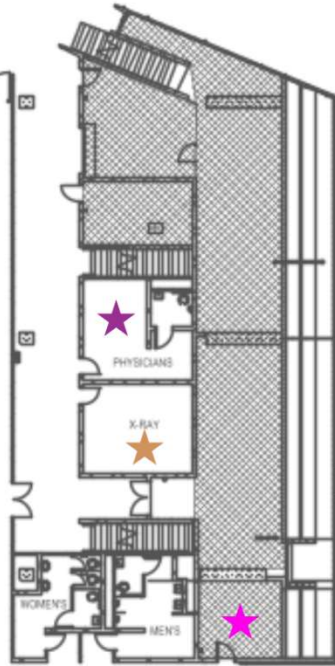
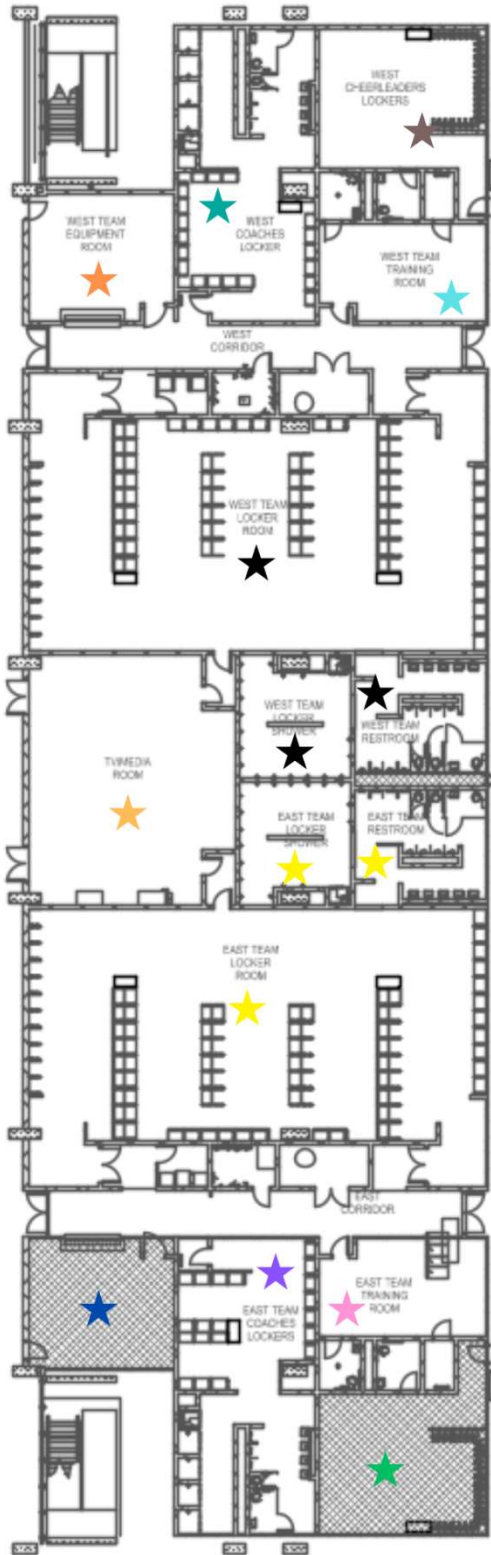
Camping World Stadium management reserves the right to deem any other item inappropriate. No prohibited items will be accepted into the stadium for safekeeping. Please leave all prohibited items secured in your vehicle.

BACK OF HOUSE FUNCTIONAL SPACES

Room	Approx. Sq. Ft.	Bathrooms (Y/N)	Shower Heads	Toilets/Urinals
West Cheerleader Lockers	835	Y	-	1/0
West Coaches Locker Room	1,107	Y	5	2/3
West Training Room	602	Y	-	1/0
West Equipment Room	563	N	-	-
West Team Locker Room	3,523	N	-	-
West Team Restroom	423	Y	-	3/8
West Team Locker Shower	402	N	19	-
TV/Media Room	1,523	N	-	-
East Cheerleader Lockers	835	Y	-	1/0
East Coaches Locker Room	1,107	Y	5	2/3
East Equipment Room	563	N	-	-
East Training Room	602	Y	-	1/0
East Team Locker Room	3,523	N	-	-
East Team Restroom	423	Y	-	3/8
East Team Locker Shower	402	N	19	-
Official's Locker Room	513	Y	3	1/2
Chain Gang Room	276	N	-	-
X-Ray Room	310	N	-	-
Physician's Room	318	Y	-	1/0
East Bus Compound	4,231			
West Bus Compound	4,245			
South Box Office (requires approval)	711	N	-	-

Total Rooms: 16 rooms and 2 open air bus compounds

*All areas to be discussed with Event Manager prior to approval for usage.



Back of House Rooms

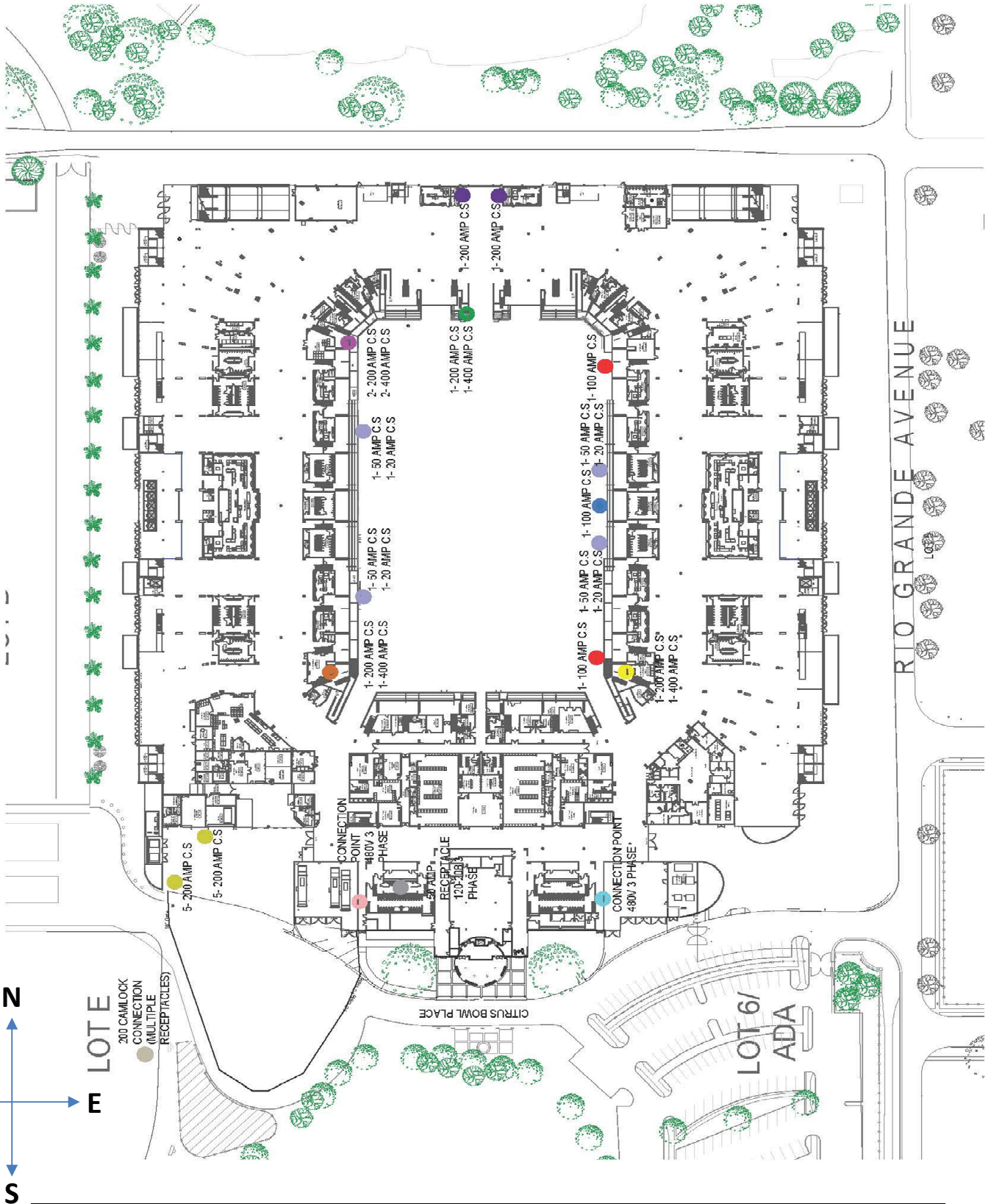
- ★ West Team Locker Room & Showers/Restrooms
- ★ West Equipment Room
- ★ West Coaches Locker Rm
- ★ West Team Training Rm
- ★ West Cheerleaders Room
- ★ Physicians Room
- ★ X-Ray Room
- ★ Media Room
- ★ Officials Locker Room
- ★ East Equipment Room
- ★ East Coaches Locker Rm
- ★ East Training Room
- ★ East Cheerleaders Room
- ★ East Team Locker Room & Showers/Restrooms
- ★ Chain Gang Room



ELECTRICAL SHOW POWER

LOCATION	AMP	VOLTS
EAST SIDE FIELD LEVEL AT 10 YARD LINE	1-100 AMP 3PH	120-208 VOLTS, S/E
EAST SIDE FIELD LEVEL AT 50 YARD LINE	1-100 AMP 3PH	120-208 VOLTS, Mid/E
EAST SIDE FIELD LEVEL AT 10 YARD LINE	1-100 AMP 3PH	120-208 VOLTS, NIE
WEST SIDE FIELD LEVEL AT 30 YARD LINE	1-50 AMP C.S 1-20 AMP C.S	120-208 VOLTS
EAST SIDE FIELD LEVEL AT 40 YARD LINE	1-50 AMP C.S 1-20 AMP C.S	120-208 VOLTS
EAST SIDE ELECTRICAL ROOM (OI.E12.06)	1-200 AMP 3PH	120-208 VOLTS, S/E
EAST SIDE ELECTRICAL ROOM (OI.E12.06)	1-400 AMP 3PH	120-208 VOLTS, S/E
NORTHWEST SIDE OF VOM	1-200 AMP 3PH	120-208 VOLTS, N/W
NORTHWEST SIDE OF VOM	1-400 AMP 3PH	120-208 VOLTS, N/W
NORTH END ZONE AT ROLLUP GATE (West Side)	1-200 AMP 3PH	120-208 VOLTS, N/W
MDF ROOM WEST NORTH	2-200 AMP 3PH	120-208 VOLTS, WIN
MDF ROOM WEST NORTH	2-400 AMP 3 PH	120-208 VOLTS, WIN
WEST SIDE ELECTRICAL ROOM (OI.W13.01)	1-200 AMP 3 PH	120-208 VOLTS, W/S
WEST SIDE ELECTRICAL ROOM (OI.W13.01)	1-400 AMP 3PH	120-208 VOLTS, W/S
EAST BUS COMPOUND	CONNECTION POINT 3PH	480 VOLTS
WEST BUS COMPOUND	CONNECTION POINT 3PH	480 VOLTS
LOADING DOCK	2X 5-200 AMP C.S	
CONCESSION STAND C	50 AMP RECEPTACLE, 3PH	120-208 VOLTS

SHOW POWER MAP



CAMPING WORLD STADIUM 1610 West Church Street, Orlando, FL 32805

LED CONTENT CREATION GUIDE

Camping World Stadium is equipped with a state-of-the-art video display system featuring next-generation outdoor LED video boards deployed by ANC Sports Enterprises. The new boards utilize surface-mounted display (SMD) system technology that incorporates physical pixels that create clearer visuals offering a true high-definition image. These display systems present sharp quality video while significantly, allowing the image to resolve the eye much quicker and offering unprecedented viewing angles.

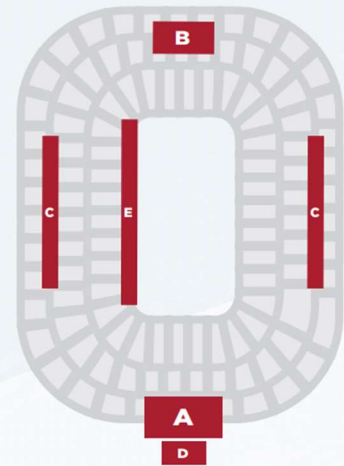
A. SOUTH ENDZONE VIDEO DISPLAY /
Pixel Count: 1680 px wide by 720 px high
Dimensions: 88.19' wide by 37.8' high

B. NORTH ENDZONE VIDEO DISPLAY /
Pixel Count: 960 px wide by 576 px high
Dimensions: 50.39' wide by 30.24' high

C. LED FASCIA (2) /
Pixel Count: 6560 px wide by 80 px high

D. SOUTH BACKSIDE MAIN VIDEO DISPLAYS (2) /
Pixel Count: 576 px wide by 448 px high
Dimensions: 30.31' wide by 23.57' high

E. ON-FIELD LED DISPLAY /
Pixel Count: 10400 px wide by 60 px high
Dimensions: 547.36' wide by 2.1' high




**B. NORTH ENDZONE VIDEO DISPLAY
CONTENT CREATION SPECIFICATIONS /**

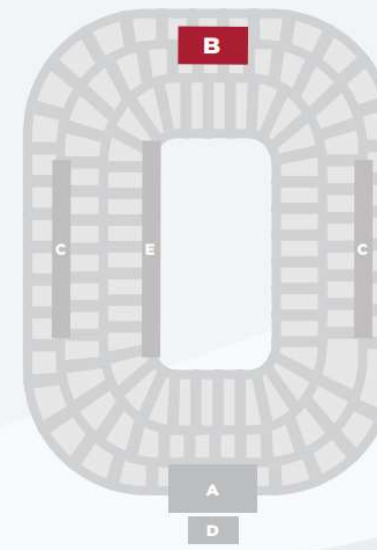
All content must be designed at 960 px wide by 576 px high.
*Lower Ad panels can be run on either side of the stat area.
Pixel aspect ratio is 1:1 square pixels.
Use RGB color mode when designing.

*NOTE: This board has an Insulated Metal Wall Panel to cover the back and sides of the structure, and header sign.

PREFERRED DELIVERY FORMATS /

STILLS: 24bit BMP or PNG, Millions of Colors, No Alpha Channel
ANIMATIONS: AVI Uncompressed format or Quicktime Animation, 30fps, Millions of Colors, No Alpha Channel





C. LED FASCIA DISPLAYS (2)
CONTENT CREATION SPECIFICATIONS /

All content must be designed at 5248 px wide by 48 px high.

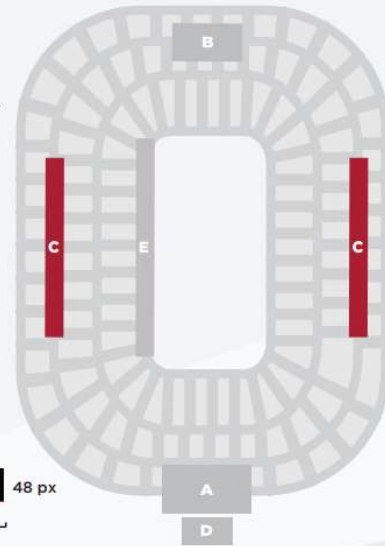
*NOTE: There are two STAT areas on either end of the fascia that are 896 px wide. Do NOT place partial messages, text or logos over any of these breaks.

Pixel aspect ratio is 1:1 square pixels.
Use RGB color mode when designing.

PREFERRED DELIVERY FORMATS /

STILLS: 24bit BMP or PNG, Millions of Colors, No Alpha Channel

ANIMATIONS: AVI Uncompressed format or Quicktime Animation, 30fps, Millions of Colors, No Alpha Channel



D. SOUTH BACKSIDE MAIN VIDEO DISPLAY
CONTENT CREATION SPECIFICATIONS /

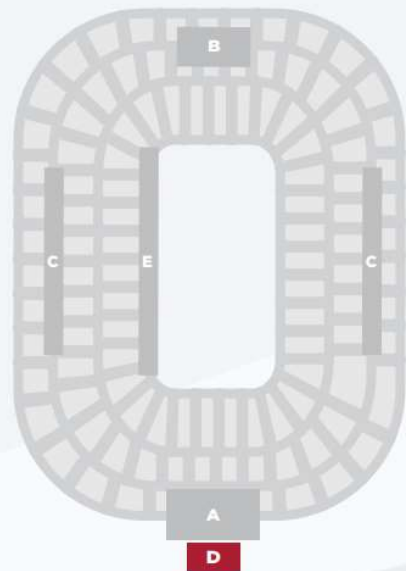
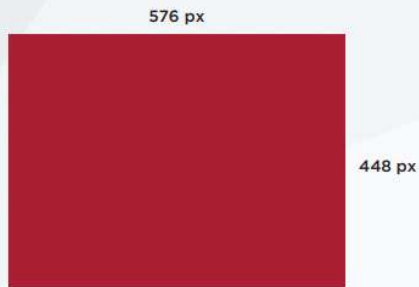
All content must be designed at 576 px wide by 448 px high.

Pixel aspect ratio is 1:1 square pixels.
Use RGB color mode when designing.

PREFERRED DELIVERY FORMATS /

STILLS: 24bit BMP or PNG, Millions of Colors, No Alpha Channel

ANIMATIONS: AVI uncompressed format or Quicktime Animation, 30fps, Millions of Colors, No Alpha Channel

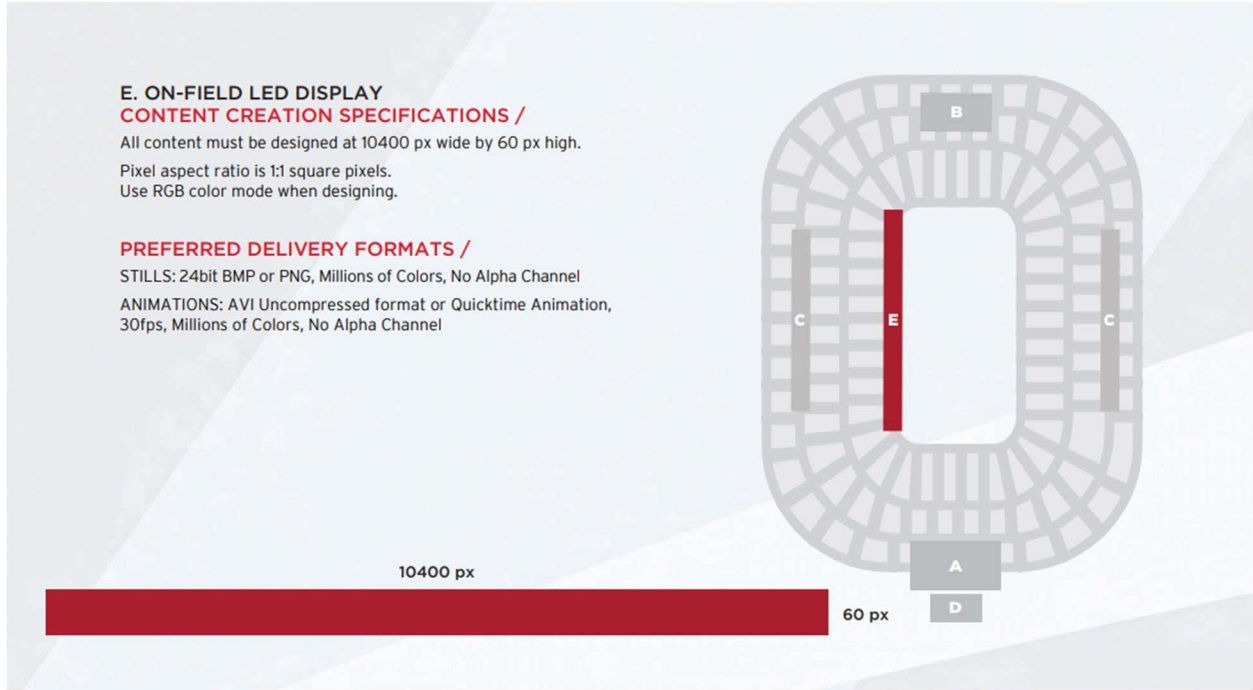


E. ON-FIELD LED DISPLAY
CONTENT CREATION SPECIFICATIONS /

All content must be designed at 10400 px wide by 60 px high.
Pixel aspect ratio is 1:1 square pixels.
Use RGB color mode when designing.

PREFERRED DELIVERY FORMATS /

STILLS: 24bit BMP or PNG, Millions of Colors, No Alpha Channel
ANIMATIONS: AVI Uncompressed format or Quicktime Animation,
30fps, Millions of Colors, No Alpha Channel



*We do not have on field LED displays onsite, must be brought in from outside vendor.

*Contact Tanya Bowley with any LED Content questions (tanya.bowley@orlando.gov)



FOOD & BEVERAGE

Levy Restaurants is the exclusive in-house supplier for all Food & Beverage purposes at Camping World Stadium. Their staff of experienced event planners oversees the details of each event, including menu planning. Levy must be used for anything front of house, for anything back of house, a quote can be provided.

Catering Ordering

For information regarding catering services, please contact Andrew Beck (abeck@levyrestaurants.com, 321-466-2029), Kim Reed (kreed@levyrestaurants.com, 407-440-7104) or Alexis Rosko (alexis.rosko@levyrestaurants.com, 407-440-5091). Our Catering Sales Team is available from 9am to 5pm EST, Monday through Friday, to assist you in your food and beverage needs.

Suite Food and Beverage Ordering

In ensuring the highest level of presentation, service and quality, we ask that all food and beverage selections (including special liquor requests) be placed by 3:00 p.m. EST, five business days prior to each event. Please keep in mind that holidays may require us to adjust order deadlines.

Orders can also be received via e-mail at orlandosuiteeats@levyrestaurants.com for Licensed Suite Holders or online at <https://suiteeats.com/campingworldstadium>. Orders can be arranged with the assistance of a Premium Specialist at 407-440-7396 during normal business hours.

Beverages from the Day of Event menu may be purchased during the game through your Suite Attendant.

Banquet Food and Beverage Ordering











All food and beverage orders for your upcoming banquet event must be placed at least 7 business days in advance. Please keep in mind, however, that holidays could extend the lead time. Our Catering team: Keith Mahoney (kmahoney@levyrestaurants.com, 917-771-1580) and Kim Reed (kreed@levyrestaurants.com, 407-440-7104) can be reached during normal business hours.

Policy, Payment and Service Charge

Please note that all food and beverage orders are subject to a 21% service charge plus applicable sales tax. This service charge is not a tip or gratuity and is not distributed to service employees. Additional payment for tips or gratuity for service, if any, is voluntary and at your discretion. Because Levy Restaurants exclusively furnishes all food and beverage products for the suites at the Camping World Stadium, guests are prohibited from bringing personal food or beverage without proper authorization. We will not commence service without the receipt of a one hundred percent (100%) NON-REFUNDABLE DEPOSIT of the Event Price (the 'Deposit') prior to the Event.

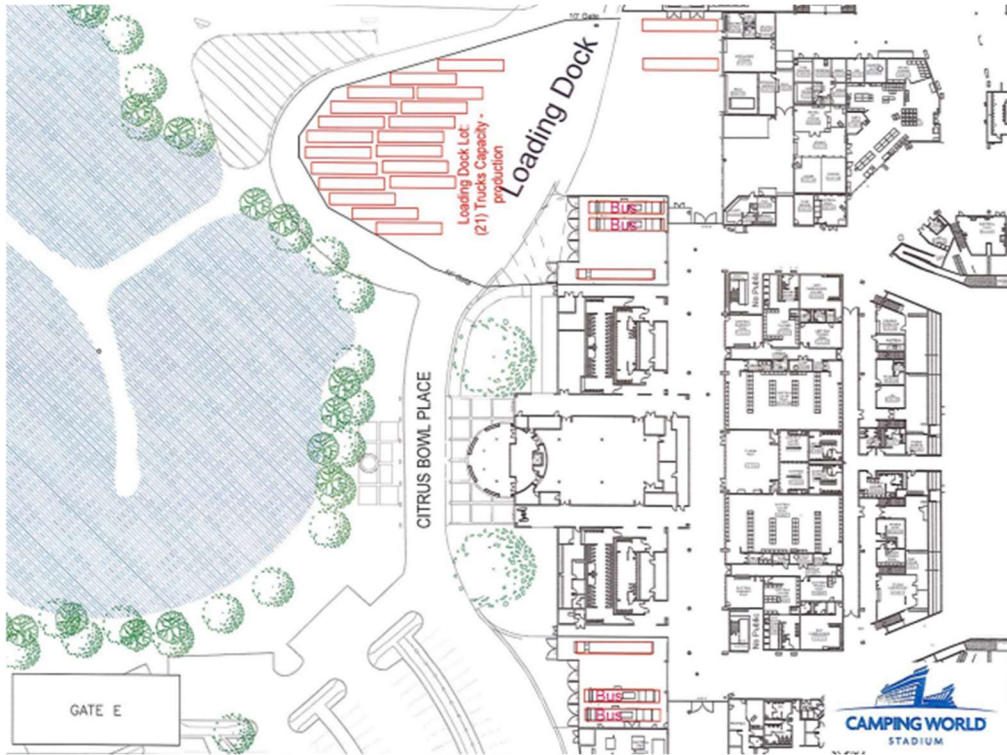
PARKING - GENERIC



 MAP KEY & ICONS			
	PARKING LOTS		RIDESHARING LOT
	DENOTES ENTRANCE		PUBLIC SHUTTLE
	ADA PARKING LOT		BUS LOT
	GATES		LOADING DOCKS
	NORTH		

PARKING – SHOW PRODUCTION- GENERIC

*Will be made specific for event in the show advance.



SAMPLE- BAD BUNNY

Overflow Additional Parking →





SECURITY

Lost and Found

- Located in security command: 407.440.5740
- Guest Services booth during event
- If the item cannot be found during the event, fans may call security command the next day for a status update
- Camping World Stadium's event command control center is located on the third floor on the west side of the stadium for the purposes of monitoring and tracking all incidents within the facility during any given event. Police and Fire are on site and in communication with the dispatcher in the command control center; all calls are logged for recording purposes. A secondary command is monitored in Camping World Stadium's security command center, located at the loading dock on the southwest side on the Field Level
- Security headquarters monitors ingress and egress of personnel and equipment. Camping World Stadium has 24 hour a day – 7 days a week manned security with monitored systems, fire alarm system and roving watch

Camping World Stadium Code of Conduct

- Camping World Stadium is committed to creating a safe, comfortable and enjoyable entertainment experience. Guests have the right to expect an environment where they will be treated in a consistent, professional and courteous manner by all venue personnel
- Guests will enjoy every event free from disruptive behavior, including foul or abusive language or obscene gestures
- Guests will consume alcoholic beverages in a responsible manner
Intervention with an impaired, intoxicated or underage guest will be handled in a prompt and safe manner.
- Guests will sit only at their ticketed seats and show their tickets when requested.
- Guests who engage in fighting, throwing objects or attempting to enter the field will be immediately ejected from the venue
- Smoking is prohibited inside the stadium; this is a smoke free facility. This includes vapor/e-cigarettes
- Guests are not permitted to have signs larger than 11 inches by 17 inches or wear clothing with obscene or indecent messages
- Guests must comply with requests from venue staff regarding facility operations and emergency response procedures
- Guests are responsible for their own experience by reporting inappropriate behavior

Camping World Stadium staff is trained to intervene when deemed necessary and to use their best discretion to help ensure that guests who ignore the code of conduct do not interfere with other guests' ability to enjoy an event.



INCLEMENT WEATHER PLAN

INCLEMENT WEATHER

Orlando Venues works closely with the City of Orlando’s Office of Emergency Management Team, along with the National Weather Service in Melbourne, Florida. Severe weather bulletins are sent to senior Orlando Venues staff, for any potential weather threats in the Central Florida area.

Inclement Weather Policy

- Pre-event monitoring of weather starts when production is onsite.
- Partners are notified periodically relating to available use of parking lots and exterior plans for functions (tailgating, fan zones, etc.)
- Throughout the day, team and venue personnel communicate any weather updates or changes in the environment which could affect the event
- Detailed weather assessment formulated one hour before gates
- All ticketed events at the Camping World Stadium take place rain or shine. In the case of any sporting event, the decision of if an event will be postponed due to weather is at the discretion of the referees. For all non-sporting events, the decision will be made by the promoter or other sanctioning body. Tickets will not be refunded for any event that is held as scheduled. In the event of a cancellation or postponement, Camping World Stadium, or the promoter, or sanctioning body will announce policies and procedures at that time.
- Camping World Stadium is an outdoor stadium with little or no places to take cover in the case of inclement weather. Fans are advised to be prepared for all types of weather.

Definitions

- **Lightning strikes time and distance.** A lightning strike is determined to be a bolt of lightning visible within a geographic perimeter which creates danger to personnel if exposed. Camping World Stadium staff has determined this distance to be 8 miles surrounding the Camping World Stadium
- **Monitoring and distance calculation.** Radar and weather service listed in our reference section provide a means of tracking distance and we compare multiple sites to establish the most accurate time and distance scenario. Secondly, there is a flash and bang method of determining distance if electronic methods are not functions.



II. INFRASTRUCTURE

a. Entrances

i. Primary Entrances:

1. Gate A- (4) Ceia Open Gates with (2) Secondary Magnetometer(s)
2. Gate B- (1) Ceia Open Gate with (1) Secondary Magnetometer
3. Gate C- (5) Ceia Open Gates with (3) Secondary Magnetometer(s)
4. Gate D- (3) Ceia Open Gates with (2) Secondary Magnetometer(s)
5. Gate E- (1) Ceia Open Gate with (1) Secondary Magnetometer
6. Gate F- (4) Ceia Open Gates with (2) Secondary Magnetometer(s)

ii. Secondary Entries:

1. SW Loading Dock- (1) Magnetometer
2. SE Employee Entrance- (2) Magnetometer(s)
3. East Breezeway- (1) Magnetometer

b. Power: The venue has redundant power that runs into the building. In the case that one power source is compromised, the building will remain powered and will be able to continue normal operations. In the event that emergency power is triggered, only limited systems will be functional. This will include emergency lighting, public address, elevators, escalators, and the fire panel.

i. Backup Power. The venue has two backup generators, one located on the SE corner of the building, and the second in the NW corner, both in secure areas. The generator is fueled by diesel and is tested on a monthly basis. In the event that the facility experiences a power loss and the generator is activated, the Venue will wait 15-minutes before postponing or canceling the event.

c. Fire Alarm. The Fire Alarm Control Panel (FACP) is located in Security Control and it is monitored in-person during all events. In the event of an alarm activation, Venue personnel are notified by an audible alarm from the panel. In event mode, the Venue has a 3-minute delay in order to investigate the alarm and decide on next steps.



The delay can be restarted before the alarm will force activate. If the fire alarm does activate, the following measures will be seen and heard in the building: 1) Strobe lights, 2) Automated recorded message, and 3) Change in house lights (up to full 100%).

d. Information Technology. There are a number of IT areas located throughout the Venue. These areas are always kept locked and keys are kept to essential personnel only. Should you have any questions about IT network security, please notify your Venue POC.

III. STAFFING

b. Security Control

i. Security Control is located on the Field Level, adjacent to the Loading Dock. The Security Control Office includes the Fire Control Room (FCR), Fire Alarm Systems Panel, and Stadium Security System.

ii. Security Control is staffed 24/7/365, monitoring the premises and video surveillance cameras.

iii. Security Control can be reached at 407-440-5740 or on House Radio channel 8.

c. Event Command Center

i. The Event Command Center (ECC) is the go-to communications means for all departments and resources during an event. The ECC can be reached at 407-440-7447 or on House Radio channel 03.

ii. The ECC is staffed 45-minutes before the earliest scheduled door time and through the completion of the post-event sweep.

iii. The ECC is staffed by security, guest services, and cleaning staff.

iv. The Stadium utilizes a text to command system. The number is 407-440-7447 and it is monitored in real-time by the ECC.

d. First Aid

i. Orlando Fire Department (OFD) handles on-site medical services. Staffing is comprised of an OFD supervisor and EMT/Paramedics. Staffing levels depend upon each event.



ii. First Aid is located at the SE and SW concourse levels of the stadium (both offices are ALS equipped).

iii. EMTs and/or Paramedics are available for load-in/load-out, upon request.

iv. Special requests such as an on-site ambulance, oxygen, staffing requests, and special medical needs must be communicated to the Event Manager.

1. All requests must be made no later than 72 hours prior to event. Requests not meeting this deadline may result in a price increase.

v. If First Aid is required, please call the Event Command Center and identify yourself, your location, and the nature of your request.

vi. Nearest Hospitals:

1. Orlando Health Regional Medical Center – Level 1 Trauma Center 52 W. Underwood St. Orlando, FL 32806 2.2 Miles from Stadium

2. AdventHealth Orlando 601 East Rollins St. Orlando FL 32803 4.8 Miles from Stadium

vii. Nearest Fire Stations:

1. Station 2 1203 W. Robinson St., Orlando, FL 32805 .7 Miles from Stadium

2. Station 1 78 W. Central Blvd. Orlando, FL 32801 1.5 Miles from Stadium

3. Station 5 1818 S. Orange Ave., Orlando, FL 32806 2.8 Miles from Stadium

e. Police

i. The Orlando Police department (OPD) is responsible for providing law enforcement and emergency response. Staffing is comprised of an OPD Lieutenant and officers inside the building as well as a Sergeant and officers outside the building. Staffing levels depend upon each event.

ii. The OPD office is located at the SE Administration Building and is equipped with a single unit holding cell.

iii. Special requests such as a K9 sweep, police escort, or additional staffing requests must be communicated to the Event Manager.



1. All requests must be made no later than 72 hours prior to event. Requests not meeting this deadline may result in a price increase or may not be fulfilled.

iv. Orlando Police Headquarters

1. 1250 West South Street, Orlando, FL 32805 .4 Miles from Stadium

v. Please ensure all police needs are coordinated with the Orlando Police Department (i.e. bootleg merch and other requests).

vi. If Police assistance is required, please call the Event Command Center and identify yourself, your location, and the nature of your request.

f. Security

i. Security is managed by two teams: the in-house Venues Security team for back-of-house operations and peer security for crowd management and front-of-house security.

ii. Each team member is highly qualified, professionally trained in crowd management, CPR, and AED usage. This strategic collaboration ensures a comprehensive security coverage, safeguarding staff, guests, and property. Our commitment to combining in-house and external expertise upholds the highest standards of safety and security at our events.

iii. Security staff are scheduled based on event details and anticipated attendance. All frontline Security staff are in uniform at all times. Security staff are not armed.

iv. If Security assistance is required, please call the Event Command Center and identify yourself, your location, and the nature of your request.

IV. POLICIES & PROCEDURES

a. Security

i. Everyone entering the venue will go through screening. This includes all artists and tour personnel!

ii. Primary Screening – Walkthrough Magnetometer, Secondary Screening – Hand Wand, Tertiary Screening – Pat Down

iii. You may request a copy of our Weapons Policy from Security management.



- iv. Upon request, explosive K9 sweep can be scheduled before general doors.
- v. Deliveries are not accepted after K9 sweep has begun (unless emergency delivery).
- vi. CCTV used throughout venue and is monitored by Security Control 24/7/365.
- vii. Police escorts available through Orlando Police Department. Requests must be made through venue POC at least (72) hours in advance.
- viii. Alcohol cut-off is (30) minutes before end of show or at management discretion
- ix. Only approved vehicles are allowed to pull inside Loading Dock for drop-off after Orlando Venues consent. Please communicate and coordinate all needs with Security management.
- x. Minimum (1) Law Enforcement Officer located at every entrance; no Police Officers located BOH unless requested in advance.

b. Prohibited Items

- i. You may request a copy of our Prohibited Items list and Bag Policy from Security management.
- ii. Audio recording devices
- iii. Backpacks
- iv. Bags larger than 8.5'' x 11''
- v. Cans, souvenir cups and bottles (plastic or hard-sided reusable)
- vi. Coolers and hard-sided containers
- vii. Drones and fireworks
- viii. Helium balloons
- ix. Illegal drugs
- x. Laptops
- xi. Laser pointers and flashlights



- xii. Noisemakers and amplifiers
- xiii. Outside food & beverage
- xiv. Professional and/or commercial cameras with detachable lenses or lenses 3" or longer
- xv. Recreation equipment (skates, skateboards, cycles, etc.)
- xvi. Signs larger than 11" x 17", signs on sticks, signs with indecent or derogatory comments/images, political statements or commercial references
- xvii. Unauthorized solicitation, handbills, giveaways or sampling
- xviii. Weapons of any kind
- xix. Wrapped gifts

c. Lost & found

- i. During an event, lost and found items are turned in to Guest Services (Section 111 or 218). After the event, all items are logged and stored at Security Control. If items are not claimed within 60 days of the event, lost and found items are turned over to the OPD Property and Evidence Unit. Clothing items will be cleaned and donated to local charities.
- ii. Lost and found items can be picked up at the Employee Entrance on South Street. Prior to your visit, please make arrangements with Security by calling 407-440-7010.

V. EMERGENCY RESPONSE

a. Show-Stop Procedure

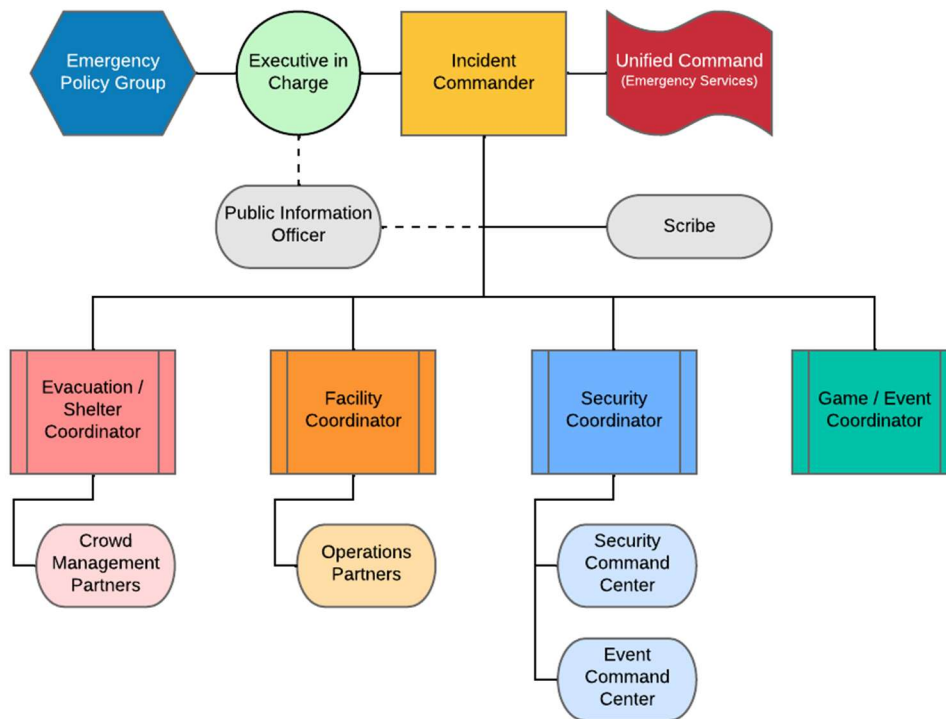
- i. All events are required to have a written show-stop procedure. The show-stop procedure must be discussed during the security advance process so that all personnel are on the same page with what necessitates a stoppage, who makes the decision, how that decision is communicated to event staff, how the decision is communicated to the crowd and guests, and what steps are then taken to clear the Venue.

b. Public Information:

i. Emergency announcements can be made directly from the FOH mix or announcers booth. The Fire Panel, located within Security Control, also has the ability to make announcements throughout the Venue as well. Any messaging directed to the media must first also be approved by the Venue’s Public Information Officer and should be a coordinated effort between the Venue and Event Organizer (Promoter).

c. Emergency Management

i. The Venue has a robust Emergency Management Framework and associated procedures. These materials call for the following structure in response to managing an incident:



SHELTER

If continuing the event:

1. Prepare to move to Shelter in case it becomes necessary
2. Work with the Orlando Venues Event Coordinator to prepare to make Shelter announcement in case it becomes necessary
 - a. Do not make announcement without authorization from the Orlando Venues Event Coordinator
3. Ensure pathways to Shelter area(s) are clear of obstructions

If stopping the event:

1. Work with the Orlando Venues Event Coordinator to make Shelter announcement
2. Ensure pathways to Shelter area(s) are clear of obstructions
3. Shut-down event infrastructure (where appropriate)
4. Move event personnel to Shelter area(s)
5. Account for event personnel
6. Notify the Orlando Venues Event Coordinator when all event personnel are Sheltered and accounted for
 - a. If event personnel are missing, work with the Orlando Venues Event Coordinator to locate them
7. Remain Sheltered until given the All Clear by the Orlando Venues Event Coordinator

EVACUATION

1. Stop the event
2. Work with the Orlando Venues Event Coordinator to make Evacuation announcement
3. Shut-down event infrastructure (where appropriate)
4. Ensure Evacuation pathways are clear of obstructions
5. Evacuate event personnel to Evacuation Point(s)
6. Account for event personnel
7. Notify the Orlando Venues Event Coordinator when all event personnel are Evacuated and accounted for
 - a. If event personnel are missing, work with the Orlando Venues Event Coordinator to locate them
8. Remain Evacuated until given the All Clear by the Orlando Venues Event Coordinator



NOTES
