

THE VENETIAN EXPO  
SECURITY STAFFING  
REQUIREMENTS  
*for Show Management*  
2024



THE VENETIAN RESORT  
LAS VEGAS

## SECURITY STAFFING REQUIREMENTS FOR SHOW MANAGEMENT

### EXHIBIT HALL STAFFING GUIDELINES

Below are the minimum staffing numbers required for covering all designated exhibit hall security posts throughout move-in, move-out, and show days. These staffing needs must be in place starting the day/hour the contract begins through the end of contract terms. Additionally, if any short-term arrangements have been made to extend show management access times above and beyond contract terms, these must be covered, as well. Show Management consideration for placing additional officers includes event size, complexity, and risk level in the space(s) being patrolled. Requests for less staffing must be submitted to The Expo Event Manager for review and require approval by The Venetian Expo Security Manager.

| EXHIBIT HALL    | MOVE-IN/MOVE-OUT  | SHOW DAYS  |
|-----------------|---|--|
| HALL A          | <ul style="list-style-type: none"> <li>• 1 Officer at Open Freight Door</li> <li>• 1 Officer at Open Lobby Door</li> <li>• 1 Officer on Foot Patrol Inside Hall</li> </ul>  | <ul style="list-style-type: none"> <li>• 1 Officer at Open Lobby Door</li> <li>• 2 Officers on Foot Patrol Inside Hall</li> </ul>  |
| HALL B          | <ul style="list-style-type: none"> <li>• 1 Officer at Open Freight Door</li> <li>• 1 Officer at Open Lobby Doors</li> <li>• 1 Officer on Foot Patrol Inside Hall</li> </ul>   | <ul style="list-style-type: none"> <li>• 1 Officer at Open Lobby Doors</li> <li>• 2 Officers on Foot Patrol Inside Hall</li> </ul>   |
| HALL C          | <ul style="list-style-type: none"> <li>• 1 Officer at Open Freight Door</li> <li>• 1 Officer at Open Lobby Doors</li> <li>• 1 Officer at C/D Dock Entry Door</li> <li>• 1 Officer on Foot Patrol Inside Hall</li> <li>• 1 Officer at Hall C Side Doors (Lobby)</li> </ul>   | <ul style="list-style-type: none"> <li>• 1 Officer at Each Open Lobby Door</li> <li>• 1 Officer at C/D Dock Entry Door</li> <li>• 2 Officers on Foot Patrol Inside Hall</li> <li>• 1 Officer at Hall C Side Doors (Lobby)</li> </ul>   |
| HALL D          | <ul style="list-style-type: none"> <li>• 1 Officer at Open Freight Doors</li> <li>• 1 Officer at Open Lobby Doors</li> <li>• 1 Officer on Foot Patrol Inside Hall</li> </ul>  | <ul style="list-style-type: none"> <li>• 1 Officer at Open Lobby Door</li> <li>• 2 Officers on Foot Patrol Inside Hall</li> </ul>  |
| HALL G          | <ul style="list-style-type: none"> <li>• 1 Officer at G-Rollup Freight Door</li> <li>• 1 Officer at G-Slider Freight Door</li> <li>• 1 Officer at G-Hall Lobby Doors</li> <li>• 1 Officer at Back-of-House Entrance Near Show Cleaning &amp; Meeting Services Office</li> <li>• 2 Officers Foot Patrols Inside Each Hall</li> </ul> | <ul style="list-style-type: none"> <li>• 1 Officer at Lobby Doors</li> <li>• Additional Officer(s) at Any Open Freight Door(s)</li> <li>• 1 Officer at Back-Of-House Entrance Near Show Cleaning &amp; Meeting Services Office</li> <li>• 2 Officers Foot Patrols Inside Hall</li> </ul> |
| Mezzanine Level | <ul style="list-style-type: none"> <li>• 1 Officer in A/B Mezzanine</li> <li>• 1 Officer in B/C Mezzanine</li> </ul>  | <ul style="list-style-type: none"> <li>• 1 Officer in A/B Mezzanine</li> <li>• 1 Officer in B/C Mezzanine</li> </ul>   |

Additional officers are required at the following locations:

- One officer at all other event space entrances, including additional personnel for specialized temporary postings (e.g., celebrity/VIP arrivals, keynote speakers, entertainers), and at access points needed by The Venetian Expo Las Vegas teams for servicing the event.
- If hiring an outside vendor security company, one security supervisor must remain on-site whenever four or more security officers are posted.
- One officer for each attraction displaying items of high value or risk.

- Ongoing after-hours access control is needed for areas containing high-value Audio-Visual production equipment, with the number of officers to be determined based on the size, complexity, and visibility of the space.
- Every security post must remain covered at all times, so a sufficient number of officers must be present to enable breaks and reliefs while maintaining this presence.

### **BOUNDARY DOOR ACCESS**

Contracted security is responsible for controlling every access point leading into event spaces throughout move-in, show days, and move-out, regardless of whether show management is on property. If not physically staffed by on-duty security officer(s), unguarded doors providing access to show spaces must remain closed and locked. During high-volume admission periods (e.g., show openings), security staffing should be increased to effectively monitor and control admittance. Access control posts will periodically inspect containers being removed from the event spaces.

### **EVENTS UTILIZING THE CAESARS FORUM BRIDGE**

A minimum of two officers are required for managing attendee access during show days and controlling vehicular and pedestrian traffic during move-in and move-out.

### **ROVING/FOOT PATROLS**

Contracted security must be stationed within each exhibit hall, with roving patrols expected throughout move-in, show days (before, during, and after hours), and move-out.

### **THE EXPO FRONT DRIVE**

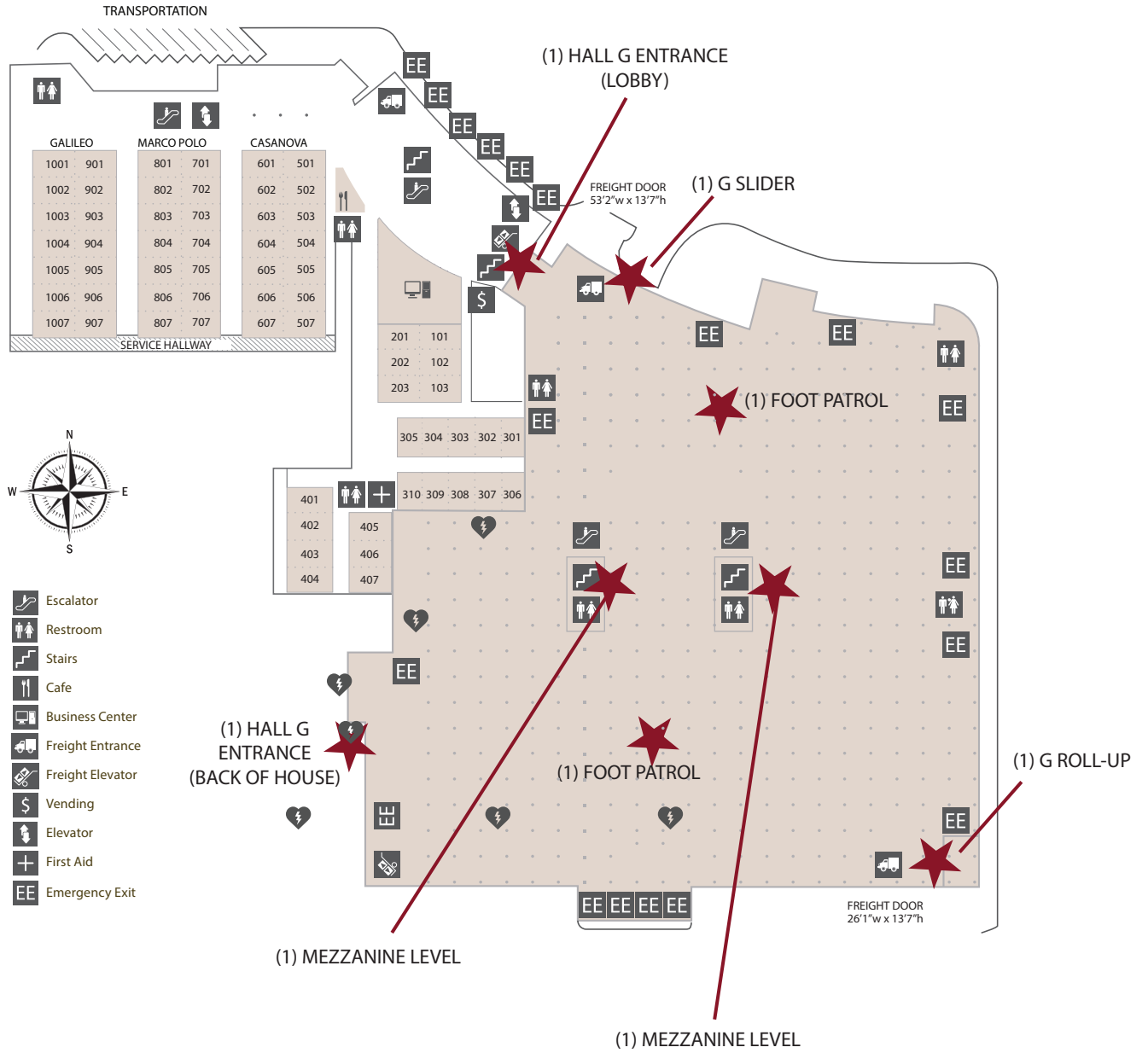
Contracted security is required to manage vehicular and pedestrian traffic flow, and facility guidelines such as parking, designated smoking area, POV load-in/load-out, etc.

### **ESTABLISHING JOINT RADIO COMMUNICATION**

One show security radio and charger must be located at The Venetian Expo security podium to establish joint communications from the start of move-in through the conclusion of move-out operations.

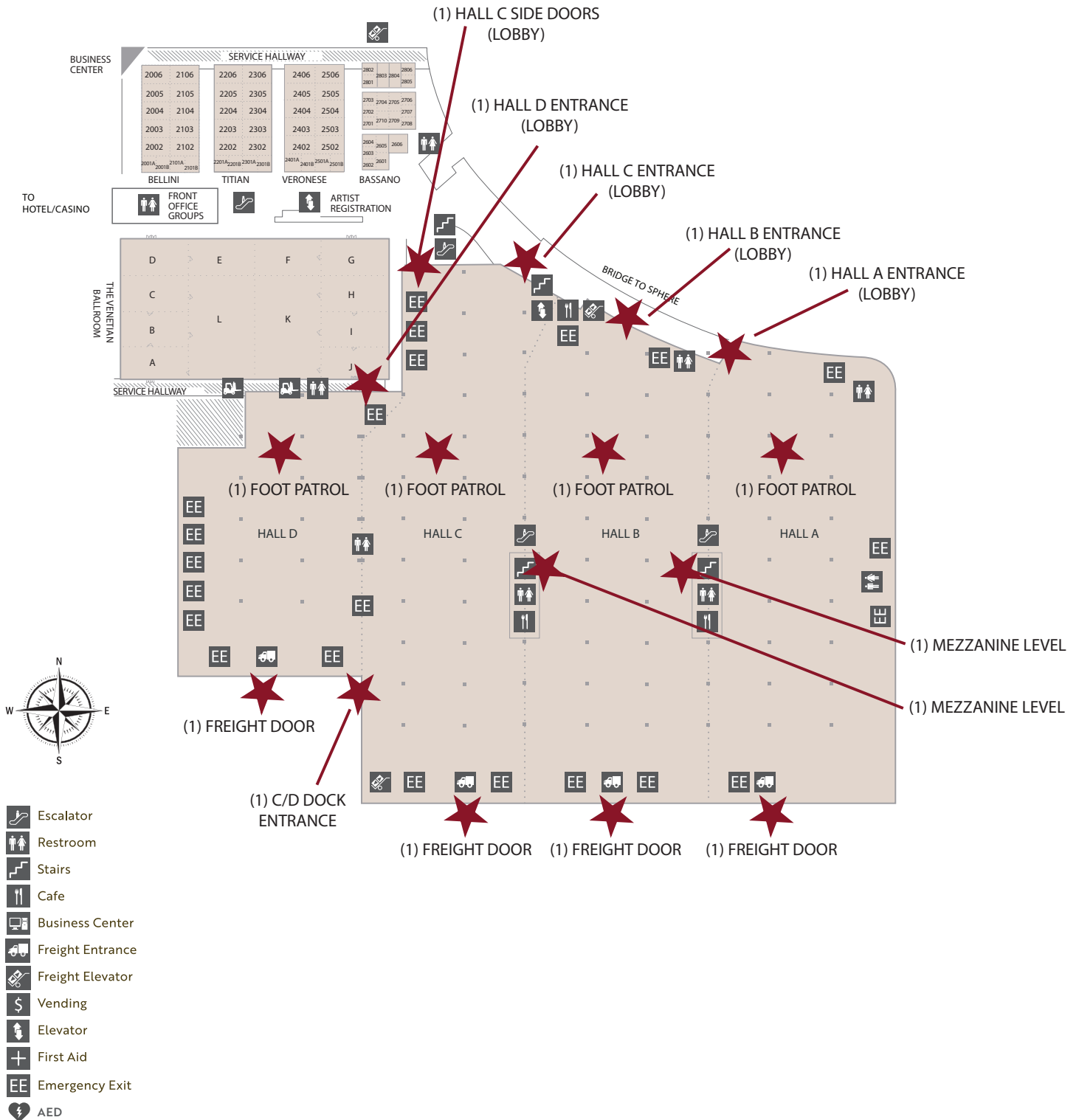
**LEVEL 1**

**MOVE-IN/MOVE-OUT/SHOW DAYS SECURITY OFFICER PLACEMENTS**



**LEVEL 2**

**MOVE-IN/MOVE-OUT SECURITY OFFICER PLACEMENTS**



**SHOW DAYS SECURITY OFFICER PLACEMENT**

