

DISCOVER BOATING™

MIAMI INTERNATIONAL BOAT SHOW®

FEBRUARY 12-16 • MIAMIBOATSHOW.COM



EXHIBITOR MANUAL

MIAMI BEACH CONVENTION CENTER



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SHOW LOCATIONS

AND SCHEDULE

Miami Beach Convention Center/Pride Park
1901 Convention Center Dr, Miami Beach, FL 33139

One Herald Plaza (*New and Broker Boats)
One Herald Plaza (Biscayne Bay & 14th Street), Miami, FL 33132

IGY Marinas Yacht Haven Grande Miami at Island Gardens
888 MacArthur Causeway, Miami, FL 33132

Venetian Marina & Yacht Club
1635 N Bayshore Dr, Miami, FL 33132

Museum Park Marina
801 Biscayne Blvd, Miami, FL 33132

Note: Complimentary bus transportation between all locations and designated parking garages. Water Taxi is also available for purchase. Please refer to [Parking and Transportation](#) for details.

SHOW HOURS:

Wednesday (Preview)	February 12, 2025	10 AM – 6 PM
Thursday	February 13, 2025	10 AM – 6 PM
Friday	February 14, 2025	10 AM – 7 PM
Saturday	February 15, 2025	10 AM – 7 PM
Sunday	February 16, 2025	10 AM – 5 PM

ADDITIONAL SHOW INFORMATION VISIT: <https://www.miamiboatshow.com/>

TICKETS AND CREDENTIALS

SHOW TICKETS:

	Exhibitor Price	Regular Price
<u>Preview</u> (Opening Day: Wednesday, February 14)		
Wednesday Preview Ticket 1-day	\$38.00*	\$66.00
IGY Marinas Yacht Haven Grande Miami at Island Gardens 1-day (includes admissions to all locations)		\$166.00
5-Day Exhibitor Ticket	\$150.00	
Show Days (Thursday – Sunday)		
General Admission 1-Day	\$28.00*	\$44.00
General Admission 2-Day		\$78.00
• 2-day Combo Ticket (1-day Preview + 1-day GA)		\$110.00
Child General Admission (6-12)		\$17.00
IGY Marinas Yacht Haven Grande Miami at Island Gardens 1-Day	**See note below	\$170.00

Children 5 & Under are Free

* If requesting Post-Paid, Exhibitor ticket purchase requires an initial order minimum of 10 tickets. Upon invoice a \$100 activation fee will be applied in addition to the 10-ticket minimum.

** Exhibitor discounted show day ticket includes IGY Marinas Yacht Haven Grande Miami at Island Gardens admission.

IMPORTANT:

- Due to new safety standards, paper tickets are no longer issued.
- Exhibitor Post-Paid tickets and Pay-In-Advance tickets are all Electronic.
- Step-by-Step instructions on how to order your tickets are displayed on each Show's website in the Exhibitor section listed under Credentials. You will find the link to purchase tickets, once available.
- This new system eliminates on-site Will Call as the tickets will only be sent via email to your client or guest which allows for great flexibility.
- Now you can email a ticket once you have confirmation that your client is coming to the show.
- To set up accounts for your brokers please provide us with an excel spreadsheet. First Name, Last Name and Email Address in individual columns. We will have them added to the site.

CREDENTIALS & PASSES:

Set-up and Breakdown Pass

A Set-up/Breakdown Pass or your Exhibitor Credential must be worn to gain admittance to the show grounds during the Set-up/Breakdown period.

- Set-up and breakdown passes must be picked up on show site at staging, credentials or with security.
- The Set-up/Breakdown pass will NOT be honored during the show.
- You **MUST** have your credential and photo I.D. to gain entrance to the show. **Credentials must be ordered by the Exhibit Representative listed on the space contract.**

Credentials

Exhibitors will receive a set number of credentials based on their space size (Credential Policy is in the Exhibitor Kit Section).

- **Booth, Land, Bulk & Open Floor Exhibitor:**
Company executives and employees engaged in the presentation of your exhibit.
- **Participating Exhibitor:**
Dealers working a manufacturer's exhibit or manufacturers or reps working a dealer's exhibit.

IMPORTANT:

- **Any credentials ordered outside of your allotment incur an additional cost. Beginning ON February 8th, a \$44.00 late fee will be applied to each individual credential ordered after the deadline (replacement credentials included).**
- **Credentials are non- transferable and will be confiscated if misused.**
- Please wear your credential or have the digital version ready to be scanned. **We reserve the right to request I.D.**
- All credential holders **MUST** have a valid picture I.D. to gain admittance to the show grounds.
- Credential orders will only be released to the Exhibit Representative listed on the space contract, the designated Alternate Representative or to the individual whose name appears on the badge.
- Credentials will not be released until all balances and proof of insurance with Informa Markets have been cleared.

Credentials are NON-Refundable even if the registrant does not come to the show. NO EXCEPTIONS

HOTEL AND TRAVEL ACCOMODATIONS

HOTEL SERVICES:



onPeak is the only official hotel provider for the Discover Boating Miami International Boat Show 2025.

Booking within this block not only offers you exclusive discounted rates at a variety of Miami and Miami Beach hotels, but it also helps us ensure our continued partnership with the Miami Beach Convention Center. Hotel room blocks are an important factor in securing a long-term commitment to host our boat show at the Convention Center, so we appreciate your support when you book through onPeak.

Benefits of booking with onPeak:

- Pay Delay
- No Fees
- Flexible Change and Cancellation Policies.
- Group Reservations
- Hotel Rewards Points
- Support

We encourage you to book through onPeak for the best selection of hotels, availability, and price as soon as possible. Don't wait, rooms will run out!

Making your reservation is easy:

- Online at **OnPeak** - <https://compass.onpeak.com/e/012607146/0>
- By phone:

US: (855) 742 9183 Toll-Free

International: (312) 527 7300

AIRPORT TRAVEL

Air Canada: Discount available

Use code: **HJY96GY1** at www.aircanada.com

Delta Airlines: Discount available

Use code: **NM2Y8** at www.delta.com

United Airlines: Discount available

Use code: **TBD** at www.united.com

Southwest Airlines: Discount available

Use code: **99542015** at www.swabiz.com

LOCAL AIRPORTS

Miami International Airport

5200 NW 21st Street

Miami, FL 33122

Phone: 876-7000

Fort Lauderdale/Hollywood International Airport

320 Terminal Drive

Fort Lauderdale, FL 33315

Phone: 954/359-1200

RENTAL CAR:

Hertz: Discount available

Use code: **TBD** at www.hertz.com

EXHIBITOR ADD-ON OPPORTUNITIES

MEETINGS AND RECEPTIONS

To secure a meeting room or reception space, please complete the order form available under Catering and Events on the MBCC Exhibitor Kit page. Please note rooms will be assigned on a first reply basis and we encourage you to submit your top three choices. For further questions please contact Larry Berryman at larry.berryman@informa.com.

SEMINARS AND EDUCATIONAL PROGRAMS

The Miami International Boat Show is the home for a wide variety of educational and experiential learning experiences. From on-the-water training to engaging classroom style instruction there are learning and presenting opportunities for everyone. A comprehensive educational and seminar program will be developed throughout the year. If your company is interested in presenting or contributing to our educational components in any capacity, please contact Emma Wright at emma.wright@informa.com.

SPONSOR AND CORPORATE PARTNERSHIPS

The opportunities to engage and connect with consumers in a world class setting are almost limitless at the World's Largest Boating and Yachting event. Developing partnerships and creating unique engagements to enhance branding, expand product awareness and launch new sales initiatives are all within reach. To learn more on developing a partnership that creates a next level experience for your consumers please contact Staci Gillingham at staci.gillingham@informa.com.

EXPO CONVENTION CONTRACTORS

FREIGHT HANDLING

EXPO Convention Contractors, Inc. is responsible for receiving and handling all exhibit materials and empty crates. It is EXPO's responsibility to manage loading docks and schedule vehicles for the smooth and efficient move-in and move-out of the exposition.

SET UP:

- Boat target time is when we will begin moving your boats into your display space. Inventory should be in the staging yard a minimum of one hour prior to this target time. Any shipment to the advance warehouse will be transferred to your booth at or before your boat target time.
- Freight target time is when your freight, booth materials and products will be placed in your space and/or your space is ready to accept direct delivery, whether by carrier, private vehicle, or company truck. All empties must be tagged and ready for removal from the show floor no later **Tuesday, February 11, 2025, at 12:00pm** to allow sufficient time for removal of all crates and prepare for show opening. Please schedule the appropriate labor to have crates unpacked and tagged with empty labels.

CART SERVICE:

- To ease the move-in and move-out of exhibitors with POV's, cart service will be offered including one (1) freight laborer with one (1) cart, one (1) trip from the dock to your booth, or booth to the dock for move-out at a charge of **\$138.50 each way**. You must check in at the POV Staging Lot and you will be directed to the appropriate loading dock as it becomes available. There must be two (2) people with your vehicle – one person to go with your materials to the booth and one person to remove your vehicle from the unloading area.
- Freight over 250 lbs. or freight that is too large, will be handled as drayage at the material handling rates published in the manual.
- The drivers of the Pick-up truck with boat trailers (bringing in the boats) should have a dedicated driver. Driver should always remain in vehicle. Driver cannot be the same person who rigs the boat or places it in the booth.

EXHIBITOR HAND-CARRY PROCEDURES

SELF UNLOAD:

- POV's must check in at the POV Staging Lot on a first come, first serve basis and a number will be assigned. You will be directed to the appropriate location to unload as it becomes available.
- Self-unloading is for exhibitors who have small hand carry items. Vehicles must not be left unattended in unloading areas. Any unattended vehicle will be towed at the owner's expense.
- Guest's hand-carrying items can enter the venue carrying a package. Smaller roller type bags (for example, the size of carry-on luggage approved by the FAA) can enter via the east and west sides of the venue. No dollies or carts are allowed.

SECURITY DURING BREAKDOWN

Exhibitors will not be permitted to remove items from the Show until 30 minutes following the close of the Show.

If you cannot remove your exhibit during this period, here are a few simple steps that should prevent any problems:

- Pack all exhibit materials at the close of the Show.
- Group all small items together and cover with tarps.
- Dismantle any display cases or signs that could be knocked over and damaged.
- Move all materials and carpet as far back from the aisles as possible.
- Return the following day as early as possible to begin removal of your exhibit.
- **Informa Markets assumes no responsibility for materials left in your exhibit areas.**

EXHIBITOR GUIDELINES AND INFORMATION

ADMITTANCE TO THE SHOW

PRE-SHOW: Entrance to the Show grounds will be permitted each morning at 7 AM.

POST-SHOW: In order to maintain security protection, it is requested that all exhibit personnel leave Show site within 30 minutes after the close of the Show each evening. Police and security staff have been instructed that only those with proper authorization (Credential stating overnight access) can be on Show grounds after that time. **We will request a picture I.D. along with your Overnight Credential.**

BOOTH EXHIBITS - STANDARD EQUIPMENT:

- All in-line booths are supplied with a standard 8 ft. high backwall drape, 3 ft. high sidewall and a 7" x 44" ID sign. Due to COVID Safety Guidelines, aisle carpet will NOT be installed. Carpet is not included in your booth price however carpet may be ordered through Expo Convention Contractors.
- The aisles are the property of the entire Show and each Exhibitor has the responsibility to assure proper flow of traffic through the entire Show. When large crowds gather to watch a demonstration or for sampling and interfere with the flow of traffic down aisles or create excessive crowds in neighboring booths, it is an infringement on the rights of other Exhibitors. Aisles must not be obstructed at any time.
- Adhesive or glue tape is not acceptable due to its tendency to loosen when weight is applied. The use of any type of adhesive for attaching signs, banners, or decorations to building walls or decorative surfaces (inside or outside) is not permitted.

CASH & CARRY - SALE OF MERCHANDISE:

Exhibitors who would like to sell on-site but do not have a Florida State Sales Tax Certificate must submit a Cash and Carry form. If you plan to participate in this program, the Cash & Carry form must be completed and returned to Show Management, Inc. at least one week prior to show opening. **Please Note:** Sales tax is 7% in Dade County.

CLEANING OF BOOTH SPACE

Cleaning of booth space would be ordered through Expo Convention Contractors.

SAFETY PRECAUTIONS:

- All product demonstrations involving any moving and potentially hazardous machines, displays or parts, must have hazard barriers to prevent accidental injury to spectators.
- Demonstrations must always be supervised by exhibit personnel who can stop the demonstration in the event of an emergency and all demonstrations involving potentially hazardous by-products, such as dust, fumes, sparks, or flames, etc., must be approved in writing by Informa Markets thirty (30) days prior to the show opening.

SECURITY RECOMMENDATIONS:

As you acquired insurance coverage to protect your exhibit and product(s) against damage or loss, here are additional tips to keep in mind.

- Unpack product as close to the Show opening as possible. At the close of the Show, we suggest that you stay at your booth until these valuables are repacked.
- Treat especially valuable goods such as prototypes as irreplaceable. If they truly are one-of-a-kind, hire your own security guard. Under no circumstances should such goods ever be left unattended. Plasma Screens & Flat Screens, televisions, DVD's, laptops, and other electronic devices are particularly vulnerable to theft.

- Remove tapes or discs at night and store them in a safe place. Keep close tabs on personal items (cell phones, purses, laptops, briefcases, etc.)
- Do not put articles of any value in a container marked “Empty Storage” or behind the booth.
- At the close of business each day, cover all display tables.
- Any suspicious activity or the presence of unauthorized visitors should be reported immediately to the Show Office or to security.

WEAPONS POLICY

No individual may be eligible to carry a weapon into the Miami Beach Convention Center (MBCC), except for sworn law enforcement officers possessing full-time, active-duty status with a law enforcement agency that has jurisdiction within the City of Miami Beach, and who possesses the requisite certifications.

The following items are **forbidden** at the Discover Boating Miami International Boat Show:

- Functional firearms: including handguns, long guns (shotguns and rifles), air soft guns, BB guns, cap guns, paintball guns, and pellet guns
- Functional projectile weapons: including blow guns, crossbows, long bows, silly strings, slingshots, water balloons, and water guns.
- Metal-bladed weapons: including axes, daggers, hatchets, knives, kunai, shuriken, swords, sword canes, and switch blades
- Explosives/Chemical weapons: including firecrackers and fireworks, mace, and pepper spray
- Blunt weapons: including brass knuckles, clubs, and nunchaku)
- Instruments which cause excessive noise (including vuvuzelas)

BICYCLES, ROLLERBLADES AND SEGWAY’S

The riding of bicycles, Segway’s and the use of rollerblades and “Heelys” (sneakers with embedded wheels) are always prohibited inside the Show.

SOUND

No amplifiers or loudspeakers may be operated in individual exhibits. Self-contained, automatic motion picture equipment, slide projectors or other audio/visual equipment may be operated in individual exhibits only with the understanding and signed approval of Informa Markets. No television receivers will be permitted except those designed for marine use and exhibited by the manufacturer. Informa Markets reserves the right to determine at what point sound constitutes interference with others and must be discontinued.

RULES AND REGULATIONS

The "DISCOVER BOATING MIAMI INTERNATIONAL BOAT SHOW-Miami Beach Convention Center" is produced and managed by Informa Markets. All decisions regarding space assignments, nature and style of exhibit, floor management before, during and after the Show hours shall be made by Informa Markets.

Informa Markets shall have full power in the interpretation and enforcement of these rules and regulations and the power to make amendments thereto and such further rules and regulations as they shall consider necessary for the proper conduct of the Show. **EXHIBITS MUST BE ADEQUATELY STAFFED AT ALL TIMES DURING SHOW HOURS AND NOT LEFT UNATTENDED.**

CHARACTER OF EXHIBITS

Only those products or services directly related to the design, construction and use on recreational boating and the marine industry will be eligible for display and only with the written approval of Informa Markets. Exhibitors shall display their products and conduct their business only within their assigned space. No placard, stickers or other signs relating to non-exhibiting firms will be allowed in individual exhibits or anywhere else in the Show. Lotteries, drawings, guessing games, or prize contests of any kind sponsored by individual Exhibitors are subject to Informa Markets prior written approval. No horns or alarms, whether part of the equipment of boats or separate exhibits, will be permitted to be operated. Flashing signs or lights and revolving flasher lights are prohibited. No amplifiers or loudspeakers may be operated in individual exhibits. Self-contained, automatic motion picture equipment, slide projectors or other audio/visual equipment may be operated in individual exhibits only with the understanding and signed approval of Informa Markets. No television receivers will be permitted except those designed for marine use and exhibited by the manufacturer. No advertising or printed matter, which, in the opinion of Informa Markets, is undignified or otherwise objectionable, shall be distributed. Exhibitors have the right to distribute catalogs and other printed matter, approved by Informa Markets, from the space occupied by them, but in no other way. No open-flame devices, welding, cutting or razing equipment; ammunition, radioactive devices; flammable liquids; blasting agents or explosives; aerosol cans with flammable propellant; gas-operated cooking equipment, materials and operations that increase risk to fire and life safety. No liquid propane. Any vehicle displayed in the Show must have the battery cables disconnected. The gas tank must either be taped shut or have a lockable gas cap and may contain no more than a quarter (1/4) tank fuel. Use of glitter and confetti is not permitted. Animals and pets of any kind are not permitted. All unsafe conditions or activities will be terminated immediately upon request. The Show will remove disruptive parties as necessary. Adhesive backed decals and stickers may not be distributed. Informa Markets reserves the right to decline or prohibit any exhibit or proposed exhibit or to prohibit any activity at an exhibit, which in its opinion, is not suitable for the MIAMI YACHT SHOW. This reservation concerns persons, things, decorations, conduct, printed matter, souvenirs, catalogs, and all other things, which affect the character of the Show.

PAYMENT FOR SPACE

Application for space must be submitted on the official contract application form and must be accompanied by the deposit specified therein. After allocation of space, each applicant must execute a signed contract for space with Informa Markets and make additional payments as provided in said contract. **CREDENTIALS WILL NOT BE RELEASED UNTIL ALL PAYMENTS FOR SPACE RENTAL HAVE BEEN MADE AND PROOF OF INSURANCE FOR THE SHOW HAS BEEN RECEIVED.**

SUBLEASING

Exhibitors may not sublease, assign, or apportion their space. No more than one firm may exhibit in a single space without the written permission of Informa Markets. No goods or products other than those manufactured or sold in the regular course of business shall be displayed by Exhibitor.

LAND & BULK EXHIBITS

Boats and trailers must be within the boundaries of their space. Boats or engines that are unloaded must be placed with the proper equipment to assure the safety of the public and your company. Informa Markets shall have no liability regarding this procedure. Individual Electric service is not provided in the Land exhibit area however, service is available at the Exhibitor's expense.

LIGHT AND POWER

Sufficient lighting will be provided for general illumination of the entire Show area. Exhibitors requiring special lighting, or an electric outlet should see the Ed Helms link on the exhibitor links on the website.

ORDINANCE COMPLIANCE

All Electrical, Fire and Health Department regulations, and all City, State, and Federal laws shall be complied with by all Exhibitors.

HOURS OF EXHIBITION

ABSOLUTELY NO DISMANTLING OF ANY PORTION OF ANY EXHIBIT WILL BE ALLOWED PRIOR TO 30 MINUTES AFTER SHOW CLOSING. Informa Markets reserves the right to alter the Show hours without advance notice to Exhibitors and to require immediate evacuation of the Show site including, people and/or exhibits in the event of a hurricane, tornado, storm or other "Acts of God" or government interference, without liability to the Exhibitors.

INDEMNITY INSURANCE

Yachting Promotions, Inc., nor Informa Markets, nor the IYBA (International Yacht Brokers Association), nor their representatives or agents ("indemnified parties") shall be liable or responsible for any injury to Exhibitors, or their employees, or guests, or visitors while within the confines of the Exhibit Space or while on any boat (or boarding device thereto) which the Exhibitor has in the water at the Boat Show; nor shall they be liable for the loss or damage to any goods from any cause whatsoever while the same are in transit to or from the Show, or while they are located in the Exhibit Space. Exhibitor hereby indemnifies and holds the Indemnified Parties harmless from all such claims, liabilities, damages, and expenses (including attorneys' fees) arising from the foregoing injuries, losses, or damages. The indemnity provisions contained herein shall survive the expiration or earlier termination of this Agreement.

GENERAL LIABILITY INSURANCE REQUIREMENT

Exhibitor shall be responsible at its expense for obtaining commercial general liability insurance with minimum limits of \$1,000,000.00 per occurrence and shall provide a certificate of insurance not less than 45 days prior to show opening naming Informa Markets as an additional insured.

GENERAL MBCC SHOW POLICIES

SMOKING AND VAPING

Florida health initiatives are intended to protect people from health hazards related to second-hand smoke and vapor. As of July 1, 2019, the State of Florida Constitution's Article X Section 20 prohibits the use of vapor-generating electronic devices in enclosed indoor workplaces. This legislation complements existing laws as an extension of the 1985 Florida Clean Indoor Air Act. Smoking and vaping are prohibited on MBCC property and the prohibition is strictly enforced. Additionally, all local, state, and federal laws are applicable with regards to hemp and hemp-related products. Ash trash units are supplied in designated areas outside of the bus canopies (at all entrances) for those who wish to smoke.

ANIMALS

EMOTIONAL SUPPORT OR COMFORT ANIMALS

While Emotional Support Animals or Comfort Animals are often used as part of a medical treatment plan (i.e. therapy animals), they are not considered service animals under the ADA and are therefore not permitted inside MBCC.

SERVICE DOGS

Service Dogs are always welcome. Under the Americans with Disabilities Act (ADA) regulations, a "service dog" is one that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other animals (except miniature horses), whether wild or domestic, trained, or untrained, are not considered service animals.

DOMESTICATED ANIMALS

Domesticated Animals are not permitted inside MBCC

AUDIO VISUAL AND PRODUCTION

Everlast Productions is the onsite, audiovisual and stage production rigging partner for the Miami Beach Convention Center. Everlast Productions has in-depth knowledge of the venue and state-of-the-art equipment inventory and is here to partner on all your general session, breakout and exhibit audiovisual needs. Everlast Productions can provide a full range of audio/visual services, sound reinforcement, slide and video projection, video production, computers, computer/projection interfacing, etc., through the in-house A/V contractor, Everlast Productions.

BALLOONS, BLIMPS AND GLITTER

The MBCC balloon/blimp policy prohibits the use of helium-filled balloons and/or blimps, either for displays, exhibits or public access areas. Helium balloons and blimps may cause a public safety hazard when they rise to the ceiling and interact with the lighting and/or electrical system. There are additional safety risks to venue personnel when required to use a lift to retrieve stray balloons and blimps that become entangled in the venue structure. It is the responsibility of the Licensee to respect this MBCC policy. Events will be charged for labor and equipment fees at the prevailing rate if balloons are released.

Balloons may not be released outside, due to airport flight patterns in the area and environmental concerns. Smaller, air-filled balloons may be used for decoration and/or handouts. The use of balloon drops is prohibited at the MBCC. Show Management and the Event Manager must approve the use of all balloons.

The use of glitter and confetti is prohibited at the MBCC. Adhesive backed decals may not be given away or utilized without the express permission of the MBCC. Any costs incurred by the MBCC for the removal of these items will be charged to the Licensee in the final settlement.

DRONES

The Miami Beach Convention Center (MBCC) has established the following UAV/RPA/Drone Policy:

- An Unmanned Aerial Vehicle/Remotely Piloted Aircraft/Drone is defined as a “powered aerial vehicle which cannot carry a human operator, uses aerodynamic forces to provide vehicle lift and can fly autonomously or be piloted remotely”.
- Unmanned Aerial Vehicles are not permitted to be operated on the MBCC campus without prior approval from the MBCC. Casual or recreational use of aircraft is strictly prohibited at the MBCC.
- If the aircraft is to be used to video tape an event, additional approval must be obtained from Informa and MBCC Management.

FOOD AND BEVERAGE

Sodexo Live is the exclusive onsite contractor for all catering and concession services at the MBCC. ALL EVENT CATERING, CONCESSIONS, ALCOHOL AND EXHIBITOR BOOTH CATERING ARE PROVIDED BY Sodexo Live.

Food and beverages are not permitted on premises unless purchased through Sodexo Live, the MBCC’s exclusive food and beverage partner, or as an approved exhibit by the legal manufacturer and/or distributor. Food or beverages may not be brought in or delivered to the MBCC for personal consumption. Exhibitors planning to distribute food and beverages, whether manufacturer or distributor, must make arrangements with Sodexo Live in advance.

CATERING

Sodexo Live’s expert and inventive chefs design menus that enhance a themed event or special occasion. Each activity is customized to every specification. From continental breakfast to continental cuisine, Sodexo Live is committed to making every event a successful and memorable occasion.

Arrangements for Sodexo Live food and beverage services on the MBCC campus must be made through a Sodexo Live Catering Sales Manager. Outside food and beverages, including alcohol, will not be permitted into the MBCC by the

Licensee. Any exhibitor’s installation company, or any other entities hired by the exhibiting company, are not allowed to bring in food and beverages without prior approval and written authorization by Sodexo Live.

SAMPLING

Exhibitors may distribute food and beverage samples as an approved exhibit if the exhibiting company is the legal manufacturer and/or distributor of the product. To make that happen, a Booth Sampling form must be completed. Sample sizes must be limited to four (4) ounces of beverage and three (3) ounces of food. No products may be sampled or given away outside the exhibit hall or inside any meeting room of the MBCC. All other food and beverage samples must be purchased through Sodexo Live.

Cooking permits must be obtained from your Exhibitor Kit or Show Management and be completed and accepted by the MBCC prior to any cooking activity. A 2A 40-BC fire extinguisher must be in the booth no more than thirty (30) feet (9.14 meters) from each cooking device. Exhibitors shall comply with all Miami-Dade County Health Department rules and regulations. Exhibits involving cooking or food preparation must provide a clean-up area or use those

provided by Show Management. Disposal of cooking residue into the MBCC’s drainage system is prohibited. Holding tanks for disposal of cooking residue (oil, grease, etc.) are required. Exhibitors who ordered catering for their booths MUST order booth cleaning services as well.

INTERNET AND TELECOMMUNICATIONS

Network and telephone services at the MBCC are provided exclusively by Smart City. Through Smart City, the MBCC offers state-of-the-art networking capabilities and high-speed Internet access. The MBCC venue stays online and provides clients and exhibitors with the best and most reliable internet and network services available. With the increased demand for wireless communications, the MBCC has installed a state-of-the-art Wi-Fi system providing clients, exhibitors, and attendees with the fastest and most reliable connectivity available. This new system is

centrally controlled. With over 400 active access points throughout the venue, attendees can connect anywhere in the building and get real-time troubleshooting, robust security, and policy enforcement.

FREE WIRELESS INTERNET

Complimentary wireless services, called “Free Internet,” are available at the MBCC. This free internet service has the bandwidth connectivity of 768k (upload and download), allowing MBCC attendees to conduct basic web searching and send and receive emails. “Free Internet” is available in select meeting rooms and all ballrooms, common areas and lobbies.

WIRELESS UPGRADE

If needed, a more robust wireless internet speed of 1.544 MB (upload and download) can be purchased right from attendees’ devices. This faster internet speed will appear as “Exhibitor Internet.”

LOST & FOUND

All lost and found articles are logged and placed in the Security office. We attempt to identify the owner and return all articles. To inquire about lost items, contact the Security Manager at 305-673-7347.

MBCC IMPORTANT CONTACTS:

- MBCC Main Office: 786-276-2600
- 24-Hour Security Command Center: 305-673-7347
- Sodexo Live/Sodexo Live!: 786-276-2700
- Everlast Productions: 786-276-2660
- Smartcity: 305-673-5189

MEDICAL EMERGENCIES AND FIRST AID

The Miami Beach Convention Center (MBCC) is ready and equipped to handle most any type of medical incidents, while more complex medical issues require a higher level of training, equipment, and expertise. The MBCC is just blocks away from Advanced Life Support (ALS) and Basic Life Support (BLS) provided by the City of Miami Beach Fire Department’s Fire Rescue. There are two fire stations located within a 10-block radius of the MBCC.

In Miami Beach, there are two major hospitals within minutes of the MBCC: Mount Sinai Hospital (located at 4300 Alton Road in Miami Beach) and a Level 1 Trauma Center Jackson Memorial Hospital (located at 1611 Northwest 12th Avenue in Miami). Both hospitals are capable of supporting life flight operations.

FIRST AID LOCATION

- For exhibitors, guests and employees, industrial-grade first aid kits are in the Command Center. The Command Center can be reached at 305-673-7347.
- In all cases of illness and/or injury, it is important to contact the MBCC Command Center at 305-673-7347 so that requests for medical assistance can get the necessary response. As always, in the case of an extreme emergency, it is always best to call 911 first. After you do, contact the MBCC Command Center at 305-673-7347 so the response can be coordinated.
- The permanent first aid station is located on the second floor of the MBCC, on the northwest side of the building.

SERVICES AND AMENITIES:

ATM

Several ATM machines are in the pre-function space of the Miami Beach Convention Center for our attendees to use.

BUSINESS CENTER

Business center services include copying, computer rental, faxing and limited shipping services (via FedEx, UPS, and DHL) for small packages.

FLORIDA TAXATION OF BOAT SHOW EXHIBITORS: SALES/USE TAX

GENERAL RULES

A **seven percent** sales tax is imposed on every “retail sale” of tangible personal property within Dade County, Florida. Some counties impose additional local optional or discretionary surtaxes: 6.5%, 7% etc.” Retail sales include sales that take place in Florida and “mail order sales” by companies who are required to register as dealers under Florida’s sales tax law.

A “dealer” is any person who, among other activities, does the following:

1. sells tangible personal property.
2. solicits sales of tangible personal property.
3. leases tangible personal property.
4. sells, provides, or performs a taxable service; or
5. imports tangible personal property for use, consumption, distribution, or storage.

Sales tax is not imposed on “sales for resale,” that is, sales to persons or companies who themselves are registered as Florida sales tax dealers and purchase the item for resale. A dealer who makes a “sale for resale” to another dealer must obtain and keep on file a Florida resale certificate from the purchaser to document the exempt status of the sale. If a company makes sales in Florida, including sales at a boat show, it must register as a dealer with the Florida Department of Revenue (DOR) and must collect sales tax on its sales or obtain and keep on file Florida resale certificates. As long as it is required to be registered as a dealer with the DOR, a company must collect sales tax on Florida sales and must submit monthly sales tax returns and remittances to DOR. If an article of tangible personal property is brought into Florida and is subject to use tax, the DOR will allow credit for sales or use taxes paid to another state, U.S. territory or the District of Columbia. Credit cannot be given for taxes paid to another country. Purchasers who cannot show that Florida’s or another state’s sales tax has been paid at rate equal to or greater than Florida’s rate) upon the purchase of tangible personal property must pay use tax on the cost of the item. **Please Note:** The Following examples are based upon the premise that an out-of-state exhibitor’s only presence in Florida is attendance at no more than a few Florida boat shows. Any additional presence or activities conducted by out-of-state exhibitor within Florida may result in different answers to some of the examples.

Sales at Boat Show for Immediate Delivery

Exhibitor Who Makes Only Retail Sales at Boat Show: An out-of-state exhibitor attends a Florida boat show. Boats or accessories are sold or delivered at the show only to retail customers. This exhibitor must register with the DOR as a dealer, collect the sales tax on all retail sales made at the show, and file monthly sales tax returns.

Exhibitor Who Makes Only Wholesale Sales at Boat Show: An out-of-state exhibitor attends a Florida boat show. Boat or accessories are sold or delivered at the show only at wholesale to persons who are registered as sales tax dealers. If the exhibitor has signed an Exhibitor’s Agreement, which prohibits it from making retail sales but allows it to make wholesale sales, the exhibitor is not required to register with the DOR as a dealer, or collect tax on the sales, because only sales for resale are made. If the exhibitor has not signed an Exhibitor’s Agreement, the exhibitor must register with the DOR as a dealer. In either case, the exhibitor must obtain and keep on file Florida resale certificates from the purchaser to document the exempt status of the sales.

Exhibitor Who Makes Both Retail and Wholesale Sales at Boat Show: An out-of-state exhibitor attends a Florida boat show. Boats or accessories are sold or delivered at the show both on a retail and wholesale basis. This exhibitor must register with the DOR as a dealer, collect the sales tax on all retail sales made at the show, and file monthly sales tax returns remitting the tax on such sales. Florida resale certificates must be obtained and kept on file from all wholesale purchasers, to document the exempt status of those sales.

Sales at Boat Show for Future Delivery outside Florida

Exhibitor Who Takes Order at Show for Future Delivery Outside Florida: *An out-of-state exhibitor attends a Florida boat show. Orders are taken for boats or accessories at the show for future delivery to an address outside of Florida. These orders are subject to acceptance or rejection at the exhibitor's home office following an appropriate credit check, etc. The exhibitor is not required to collect the sales tax on these transactions, whether the exhibitor is registered as a Florida dealer.*

Sales at Boat Show for Future Delivery in Florida

Exhibitor Who Takes Orders at Show for Future Delivery in Florida but Does Not Receive Full Payment at the Show: *An out-of-state exhibitor attends a Florida boat show. Orders are taken for boats and accessories at the show for future delivery to a Florida address.*

Case A: The Purchaser makes a deposit or partial payment at the boat show. The balance of the purchase is paid to the exhibitor after the exhibitor returns to the home office, for example, by wire transfer or by check mailed to that office. The exhibitor is not required to collect the sales tax. This transaction is completed outside Florida and is not treated as a Florida sale. The purchaser is required to pay a use tax upon receipt of the boat or accessories.

Case B: The purchaser pays for the goods by credit card. The credit card transaction is processed for authorization at the exhibitor's home office after the conclusion of the show.

The exhibitor is not required to collect the sales tax. This transaction is completed outside Florida and is not treated as a Florida sale. The purchaser is required to pay a use tax upon receipt of the boat or accessories.

Exhibitor Who Takes Orders for Future Delivery in Florida But Does Receive Full Payment at the Show:

An out-of-state exhibitor attends a Florida boat show. Orders are taken for boats or accessories at the show for future delivery to a Florida address. The purchaser completes payment for the goods in Florida, either by cash, a check for the full purchase price, or a credit card for which authorization is obtained during the show. This exhibitor is not required to collect the sales tax on these transactions, even if the exhibitor is registered as a dealer. The purchaser is required to pay a use tax upon receipt of the boat or accessories.

Sales After the Show to Florida Residents

Exhibitor Receives Post-Show Telephone or Mail Orders from Florida: An out-of-state exhibitor attends a Florida boat show. After the exhibitor returns home, orders are received by telephone and mail for boats or accessories to be shipped to Florida. This exhibitor is not required to collect the sales tax on these transactions, even if the exhibitor registered as a dealer. The purchaser is required to pay a use tax upon receipt of the boats or accessories.

A Florida Resident Visits the Manufacturer's Plant after a Show and Places an Order for Delivery into Florida: *An out-of-state exhibitor attends a Florida boat show. After the exhibitor returns home, a Florida resident visits the plant and places an order for delivery into Florida. The exhibitor is not required to collect the sales tax on this transaction, even if the exhibitor has been required to register as a Florida dealer because of the boat show activities. The seller must document that the purchaser was physically present at the plant when the sale was made to avoid any question about the tax status of the transaction. The purchaser is required to pay a use tax upon receipt of the boat or accessories.*

Related Issues

In addition to liability for Florida sales tax, exhibiting at a Florida boat show may trigger liability for one or more of the following:

- payment of Florida corporate income tax
- payment of Florida intangible property tax
- qualification as a foreign corporation with the Florida Secretary of State

The following is a general summary of these requirements:

Florida Corporate Income Tax (Chapter 220, Florida Statutes)

An out-of-state corporation whose only activities in Florida during its taxable year consists of attending boat shows and soliciting orders *that are approved or rejected outside Florida* (e.g., are approved at the exhibitor's home office after a credit check) and are filled by shipment or delivery from outside Florida is not subject to the Florida corporate income tax. If an out-of-state corporation sells and delivers boats or boating accessories at a Florida boat show or *solicits and approves orders* at a Florida boat show for future delivery into Florida, may be subject to the Florida corporate income tax. Except in

limited circumstances, an S-Corporation is not subject to the Florida corporate income tax, regardless of the extent of its activities in the state.

Florida Intangible Property Tax (Chapter 199, Florida Statutes)

A person who transacts business in Florida and on January 1 has receivables derived from business in the state, is liable for Florida intangible tax on the value of those receivables. An out-of-state person whose boat show activities are considered to be business regularly conducted with customers in Florida will be subject to this intangible tax. The tax return is due by June 30th. **Qualification with Secretary of State as Foreign Corporation** (Section 607.1501, Florida Statutes) An out-of-state corporation whose only activities in Florida consist of soliciting boat show orders *that are approved or rejected outside Florida before they become contracts* (e.g., are approved at the exhibitor's home office after a credit check) is not required to register with the Florida Department of State as a foreign corporation. If an out-of-state corporation sells and delivers boats or boating accessories at a Florida boat show or *solicits and approves orders* at a Florida boat show for future delivery, then it may be required to register as a foreign corporation.

HOW TO CONTACT THE DEPARTMENT OF REVENUE: *For forms and general information, call Monday - Friday, 8 a.m. to 5 p.m. ET, at 1-800-352-3671. For specific questions regarding boats, contact the Boat Enforcement Unit, 5050 W. Tennessee Street, Building H-1, Tallahassee, Florida 32399-0100; (850) 488- 3821. To obtain detailed written responses to your questions, write the DOR at Technical Assistance and Dispute Resolution, P.O. Box 7443, Tallahassee, Florida 32314-7443. The Miami service center to contact for additional information or forms is Suite 119, 8175 N.W. 12TH St.*

LOCAL SERVICES AND DINING

Office Supplies and Shipping Services

Office Depot: 1771 West Ave Miami Beach 33139 (305) 531-1050 Hrs: Mon-Fri 8am-8pm; Sat 9am-7pm; Sun 10am-5pm	FedEx Print & Ship: 1845 Alton Rd Miami Beach 33139 (800) 463-3339 Hrs: Mon-Sun 7am-12am
The UPS Store: 1521 Alton Rd M. Beach 33139 (305) 538-5076 Hrs: Mon-Fri 8:30am-7:30pm; Sat 10am-5pm; Sun Closed	

Bank

Chase Bank: 1801 Alton Rd Miami Beach 33139 (305) 674-1465 Hrs: Mon-Fri 9am-6pm; Sat 9am-2pm; Sun Closed	Bank of America: 401 Lincoln Rd M. Beach 33139 (305) 674-9966 Hrs: Mon-Sat 9am-4pm; Sun Closed
TD Bank: 350 Lincoln Rd M. Beach 33139 (305) 672-1180 Hrs: Mon-Fri 8:30am-6pm; Sat 9am-1pm; Sun 11am-2pm	CitiBank ATM: 306 Lincoln Rd M. Beach 33139 (800) 627-3999 Hrs: Open 24 Hrs

Hardware & Electrics

Hellow Hardware: Miami Beach (305) 674-1465 Hrs: Mon-Fri 9am-5pm; Sat 9am-2pm; Sun Closed	S. Beach Hardgoods: 1668 Alton Rd M. Beach 33139 (305) 627-7070 Hrs: Mon-Fri 8am-8pm; Sat 8am-6pm; Sun 9am-6pm
Best Buy: 1131 5th St M. Beach 33139 (305) 535-8539 Hrs: Mon-Sun 10am-8pm	Apple Lincoln Rd: 1021 Lincoln Rd 33139 (305) 421-0400 Hrs: Mon-Sun 10am-9pm

Drug Stores

Walgreens: 1669 Collins Ave Miami Beach 33139 (305) 532-7909 Hrs: Open 24 hrs	CVS – 306 Lincoln Rd Miami Beach 33139 (305) 531-7311 Hrs: Open 24 hrs
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Supermarkets/Convenience Store

Publix – 1920 West Ave Miami Beach 33139 (305) 535-4268 Hrs: Mon-Sun 7AM-10PM	The Fresh Market – 1800 West Ave Miami Beach 33139 (305) 532-0377 Hrs: Mon-Sun 8AM-9PM
Trader Joe's – 1683 West Ave Miami Beach 33139 (305) 534-4951 Hrs: Mon-Sat 9AM-9PM; Sun 10AM-9PM	

Liquor Stores

I Love Liquor #2: 1678 Collins Ave M. Beach 33139 (305) 604-6064 Hrs: Mon-Wed 9am-12am; Thurs-Sun 9am-8pm	Gulf Liquors Alton Rd: 1681 Alton Rd M. Beach 33139 (305) 531-5551 Hrs: Mon-Wed 10am-11pm; Thurs-Sat 10am-12am; Sun 10am-10am
Sobe Liquors: 1609 Alton Rd M. Beach 33139 (305) 674-1212 Hrs: Mon-Sun 9:30am-12am	

Coffee Shops

Starbucks: 601 Lincoln Rd M. Beach 33139 (305) 534-4613 Hrs: Mon-Fri 6am-10pm	XO Espresso Bar: 723 Lincoln Ln N M. Beach 33130 (786) 862-5334 Hrs: Mon-Sun 8am-6pm
Taste Café: 773 17th St M. Beach 33139 (305) 397-8573 Hrs: Mon-Fri 7am-3pm; Sat/Sun Closed	Rosetta Bakery: 1666 Collins Ave M. Beach 33139 (305) 907-7705 Hrs: Mon-Sun 8am-9pm

Transportation Services

Uber: https://www.uber.com/cities/miami	Lyft: https://www.lyft.com/cities/miami
South Beach Yellow Cab Taxi: (305) 897-2222	Miami Limo Service: (305) 414-1111

Parking Garages

1732 James Ave: 1732 James Ave M. Beach 33139	Miami Beach Parking: 1701 Convention Cnt Dr M. Beach 33139 (305) 673-7505
Parking Lot: 579-595 17th St M. Beach 33139	Public Parking: 1755 Meridian Ave M. Beach 33139

Dry Cleaning

Cool & Clean: 1515 Alton Rd M. Beach 33139 (305) 531-2187 Hrs: 7:30am-6:30pm; Sat 9am-5pm; Sun Closed	Sterling Hangers: 1680 Meridian Ave M. Beach 33139 (305) 470-6655 Hrs: Mon-Fri 8:30am-6pm; Sat/Sun Closed
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Hospitals/Medical Centers

Mount Sinai Medical Center: 4300 Alton Rd M. Beach 33140 (305) 674-2121	M. Beach Health Center: 710 Alton Rd M. Beach 33139 (305) 538-8835 Hrs: Mon-Fri 7am-5pm; Sat/Sun Closed
Jackson Memorial Hospital: 1611 NW 12th Ave Miami 33136 (305) 585-1111	Mercy Hospital: 3663 S Miami Ave Miami 33133 (305) 854-4400
Medi-Station Urgent Care: 9600 NE 2nd Ave M. Shores 33138 (305) 603-7650 Hrs: Mon-Fri 9am-8:30pm; Sat 10am-7:30pm; Sun 10am-5:30pm	