



Los Angeles Convention Center

2009 EXHIBIT STRUCTURE BUILDING PERMIT APPLICATION

Events Held: January 1 - December 31, 2009

EXHIBITOR SERVICES DIVISION
1201 SOUTH FIGUEROA STREET
LOS ANGELES, CA 90015
(213) 741-1151, EXT. 5470
FAX: (213) 765-4444
TDD: (213) 763-5080
E-mail: exhibitorservices@lacclink.com

NAME OF EVENT		EVENT DATES		BOOTH NUMBER	
EXHIBITING FIRM/COMPANY			ON SITE SHOW CONTACT (PLEASE PRINT)		
ADDRESS		CITY		STATE	ZIP
TELEPHONE		FAX		E-MAIL	
PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM NO. CCA MUST ACCOMPANY THIS ORDER. PAYMENT IN U.S. DOLLARS.					
<input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> COMPANY CHECK <input type="checkbox"/> CERTIFIED CHECK <input type="checkbox"/> DISCOVER <input type="checkbox"/> MASTER CARD <input type="checkbox"/> VISA					
MAKE CHECK PAYABLE TO: LOS ANGELES CONVENTION CENTER					

EXHIBIT STRUCTURE PERMIT INFORMATION

All structures and related sub-assemblies must be designed, assembled, and configured so that the entire exhibit project, and all related components, are "structurally sound" and "seismically stable". Furthermore, all said structures must be designed and built as per all applicable national, state, and local building and fire codes. In the Uniform Building Code (UBC), Los Angeles is listed in seismic zone #4.

Structures that meet the following criteria require an on site structural/seismic inspection and approval by the Department of Building and Safety, followed by the issuance of a building permit. If your exhibit contains structures that fall into either category listed below, please complete this form and send it **with payment** to the Los Angeles Convention Center Exhibitor Services Division. Approved building permits are required for "each" booth containing category I or II structures.

Exhibits are classified in two (2) categories.

Category I

- _____ Standard structures that exceed 12 feet in height.
- _____ Stairs/steps over 30 inches tall, but not exceeding 48 inches tall.

Category II

- _____ Platforms and stages exceeding 30 inches in height above the floor intended to carry live loads, or stairs/steps exceeding 48 inches in height above the floor intended to carry live loads.
- _____ 2-story structures
- _____ Expansive 1-story structures containing: overhead beams; signage; truss; cantilevers; etc., of considerable weight and/or span.

Additional Information

When exhibit structures meet certain criteria, additional information must be sent to the Los Angeles Convention Center Building Superintendent-Show Operations, to determine if the design meets minimum building standards. Please be sure to read the "Los Angeles Convention Center Exhibit Structure and Building Permit Information" sheet for important and detailed information regarding your exhibit structures.

Building and Safety Permit

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\$145.00

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TOTAL AMOUNT DUE

FOR OFFICE USE ONLY	
Form of payment: _____	
Amount: \$ _____	Date: _____
Rec'd By: _____	ID#: _____
Date Entered: _____	Initial: _____

In submitting this order, the parties requesting a building permit service acknowledge that they have read and understand the Information and Conditions stated from and in the "Los Angeles Convention Center Exhibit Structure and Building Permit Information" sheet, and agree to accept the terms therein.

NO. ESBPA