# **<A<SARSSUPERDOME** FACILITY GUIDE



## World leaders in entertainment



Caesars Superdome | P.O. Box 52439 | New Orleans, LA 70152

www.CaesarsSuperdome.com

CAESARS SUPERDOME FACILITY GUIDE | 1



## WELCOME TO THE CAESARS SUPERDOME

The Facilities' Guide is intended to provide an overview of the features and services offered by the Caesars Superdome managed by ASM Global. ASM Global is the worldwide leader in public facility management. We hope that this will serve as a valuable resource as you assess our facilities.

In addition to our great venues, our dedicated team of industry professionals is ready to make your visit to New Orleans a success. It is our goal to provide you with exceptional service and personal attention throughout your planning and production process. Please contact your Event Coordinator or any member of our management team for clarification or comments on any of the information contained within this guide.

On behalf of ASM Global, we look forward to hosting you and your event at the Caesars Superdome.

Best regards,

Zane Collings General Manager Caesars Superdome



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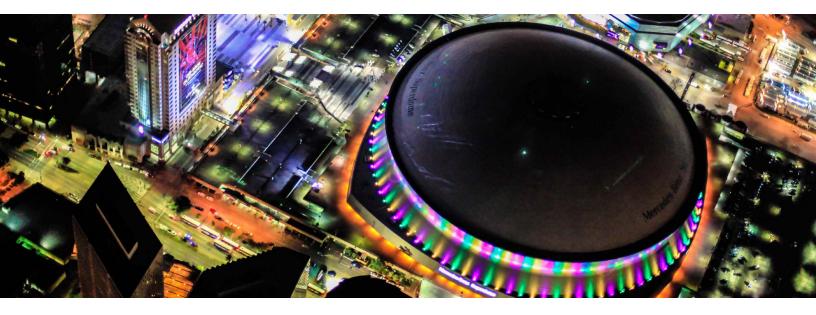
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## TELEPHONE DIRECTORY

Caesars Superdome Security Control (504) 587-3900

Caesars Superdome First Aid (Ground Level, Locker Room #4) (504) 587-6163

Caesars Superdome First Aid (Plaza Level, Section 133) (504) 587-3811

Caesars Superdome First Aid (Loge Level, Section 277) (504) 587-6161

Caesars Superdome First Aid (Terrace Level, Section 505 (504) 587-6162

Caesars Superdome Box Office (504) 587-3821

Caesars Superdome Box Office Fax (504) 587-3526

Caesars Superdome Event Services (504) 587-3839

Caesars Superdome Event Services Fax (504) 587-3848

**GENERAL NUMBERS** Engineering Control (504) 587-3862

Available Rental Dates (504) 587-8980

Lost & Found (504) 587-3900

Caesars Superdome Events (504) 587-3663

Saints Plaza Club (504) 587-6120

Facility Merchandise Inc (504) 460-1159

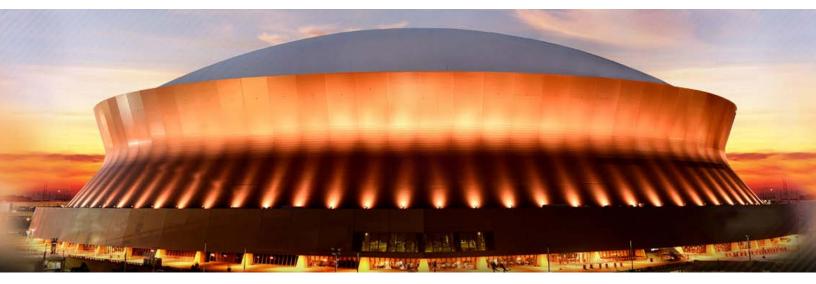
Centerplate Catering Services (504) 558-6260

Centerplate Catering Services Fax 504) 566-0540

Ticketmaster (504) 522-5555



## **General Information**



# STAFF DIRECTORY

Main Switchboard- (504) 587-3663 Main Fax Number- (504) 587-3848

GENERAL MANAGER Zane Collings - (504) 587-3892

ASST. GENERAL MANAGER Mike Schilling - (504) 587-3875

SENIOR DIRECTOR OF FINANCE & ADMINISTRATION David Weidler - (504) 587-3850

MANAGER OF PARKING Dan McIlhargey - (504) 587-3801

SENIOR ACCOUNTING MANAGER Karen Miller - (504) 587-3547

MANAGER OF BOX OFFICE Mark Arata - (504) 587-3556

**NEW ORLEANS REGION HUMAN RESOURCES MANAGER** Celeste Saltalamachia - (504) 587-3911 DIRECTOR OF ENGINEERING & OPERATIONS Chuck Bourg - (504) 587-3882

MANAGER OF OPERATIONS Bryan Wiley - (504) 587-3816

**DIRECTOR OF EVENT SERVICES** Farrow Don Bouton - (504) 587-3838

MANAGER OF EVENT SERVICES William Dede - (504) 587-3837

MANAGER OF GUEST SERVICES Laurie Ducros - (504) 587-3842

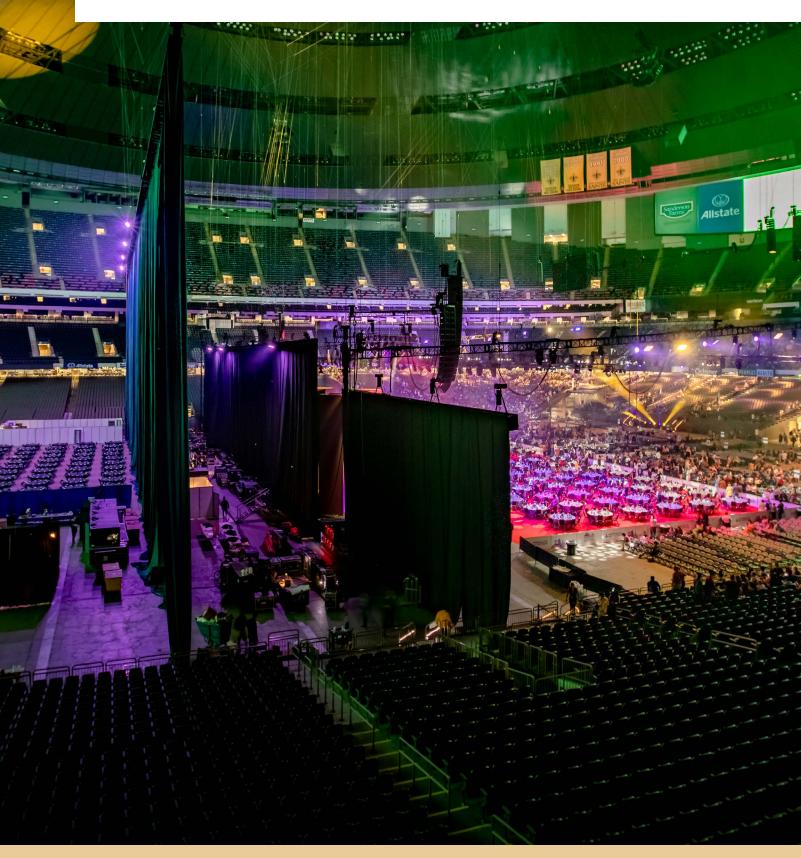
MANAGER OF PRODUCTION Bradley Latham - (504) 587-8800

MANAGER OF IT Matt Boyd - (504) 587-3898

CHIEF OF PUBLIC SAFETY Kenneth Scott - (504) 587-3909 Fax - (504) 587-3512

**DIRECTOR OF SALES AND MARKETING** Jennifer Cooke Talbot - (504) 587-8980

## **GENERAL INFORMATION**





## General Information



#### **BUILDING FEATURES**

• The Caesars Superdome is within walking distance of 20,000 first- class downtown hotel rooms and within one mile of the French Quarter, the Central Business District, the Ernest N. Morial Convention Center, and riverfront attractions

#### **CAESARS SUPERDOME**

- is the home of the New Orleans Saints, Allstate Sugar Bowl, New Orleans Bowl, Essence Festival, Bayou Classic Football, Louisiana High School Athletic Association, and Endymion Extravaganza
- is one of the most versatile structures in the world
- is the world's largest steel-constructed venue unobstructed by posts
- has hosted a record seven Super Bowls (1978, 1981, 1986, 1990, 1997, 2002, 2013) since its opening and more Final Fours than any other domed stadium
- hosted the Republican National Convention in 1988
- holds the record for the largest indoor concert (87,500 for the Rolling Stones in 1981)
- holds the national record for basketball attendance at the NCAA Final Four (64,659 in 1987) and for regular season (68,112 in 1990)
- holds the national record for NCAA college baseball attendance (25,151 in 2002)
- site of Pope John Paul II visit when he addressed 80,000 school children in September, 1987

#### CAESARS SUPERDOME STATISTICS

- Opened August 3, 1975
- Total Land Area (building, garages, and grounds) = 52 acres
- Diameter of Dome = 680 feet (210 meters)
- Area of Roof = 9.7 acres
- Structural Steel = 20,000 tons (18,200 metric tons)
- Air Conditioning = 9,000 tons (8,190 metric tons)



#### **CAESARS SUPERDOME AMENITIES**

#### CAESARS SUPERDOME

- Corner Office Specialty Cocktails and Tavern (6,240 sq. ft.; 7'7" high)
- Miller Lite Pub(6,632 sq. ft.)
- Stadium Club (Large room (18' high) = 2,000 sq. ft.; 5 Small Rooms (8'6" high)
   = Range from 320 sq. ft. 626 sq. ft.)
- Two (2) Bunker Clubs
- Four (4) State-of-the-Art Club Lounges
- Number of Suites = 152 (64 on the 400 level, 89 on the 300 level)
- Whitney Bank ATM Machines are located:
  - Gate A Plaza (100) Level
  - Gate C Plaza (100) Level
  - Gate G Plaza (100) Level
  - Gate A Loge (200) Level
  - Gate E Loge (200) Level
  - Gate C Terrace (500) Level
  - Gate G Terrace (500) Level
- Number of Restrooms = 60 Women's, 60 Men's, and 6 Family Restrooms

- Family Restrooms are located at Plaza Level Sections 105 & 123, Loge Level Sections 207 & 249, and Terrace Level Sections 504 & 534

#### ADVERTISING/PROMOTIONAL SERVICES

The Caesars Superdome Marketing team provides a wide variety of media and advertisement services for all events booked within our facilities. Our staff has extensive experience in media planning and buying, creative services, sponsorship sales, public relations, promotions and publicity. This experience has allowed us to form unique partnering relationships with local companies and organizations. For more information, please call (504) 587-3924

#### **SPONSORSHIP RIGHTS**

Building management retains the exclusive rights to sell fixed advertising panels, HD end zone board messages, message boards and all other concourse, interior or exterior stadium signage. The promoter shall have the right to sell sponsorships that are directly related to their event, which include certain elements such as, temporary banner signage in the inner bowl and stadium concourse. HD end zone board and message board display associated with event sponsorship must be purchased by Lessee at prevailing rates and shall not conflict with any of the existing Superdome sponsors. All temporary signage, message board and HD end zone board requests must be made by the promoter in writing at least 30 days prior to the event and such request shall describe in detail the message content, location and nature of the advertising or sponsorship.

Exclusivity, within certain product categories, has been granted by the Caesars Superdome. If a conflict between sponsors arises, these exclusives will not be waived during the event. In addition, all signage may not be covered or digitally altered for in-stadium viewing or broadcast purposes.

#### WEB SITES

The Caesars Superdome site on the World Wide Web is www.mbsuperdome.com.



#### **BOOKING PROCEDURES**

#### SCHEDULING DATES

• Anyone with questions regarding the availability of dates should contact our Sales Department at (504) 587-8980.

#### **RENTAL EXPENSE**

• Rental structure is based on established rental rates and determined by the type of event and space used. Further information can be obtained from the Sales Department.

#### CONTRACT EXECUTION

• All arrangements are considered to be tentative until a contract has been fully executed and returned with the required security deposit.

#### **FINANCIAL SETTLEMENT & EXPENSES**

- At the conclusion of the event, the lessee will be responsible for reconciling all outstanding facility expenses. The settlement will occur in the ASM Global offices. Any questions regarding the settlement procedure should be directed to your assigned Event Coordinator.
- All event expenses, including rent, are due in full prior to the start date of each event unless otherwise stipulated in the contract.

#### **INSURANCE REQUIREMENTS**

- All events scheduled in the Caesars Superdome, Smoothie King Center and/or Champions Square must be insured for the entire event, including move-in and move-out days.
- The promoter must provide valid insurance that reflects the following: The Insurance must name ASM Global its officers, directors, agents and employees as well as the Louisiana Stadium and Exposition District as well as the State of Louisiana and their agents as additional insured in the insurance document.
- All insurance must be submitted to the Caesars Superdome and/or Smoothie King Center (15) days prior to the promoter having occupancy.
- All insurance required must carry a thirty (30) day notice of cancellation and must have the following coverage:
  - Bodily Injury
  - Property Damage
  - Aggregate Workman's Compensation

#### **EVENT MANAGEMENT**

From the moment your event becomes contracted, an Event Coordinator will be assigned to be your primary contact with our facility. Your Event Coordinator is your principal source of information and can be your "right hand" once you have arrived on site. The Event Coordinator will take the information provided by your team and disseminate it to the appropriate facility personnel. With as much information as you provide, your Event Coordinator will work with our entire staff to ensure your event is a success. Please call the Director of Event Services at (504) 587-3838 if there are any questions regarding the assignment of your Event Coordinator.





#### **CONCESSIONS**

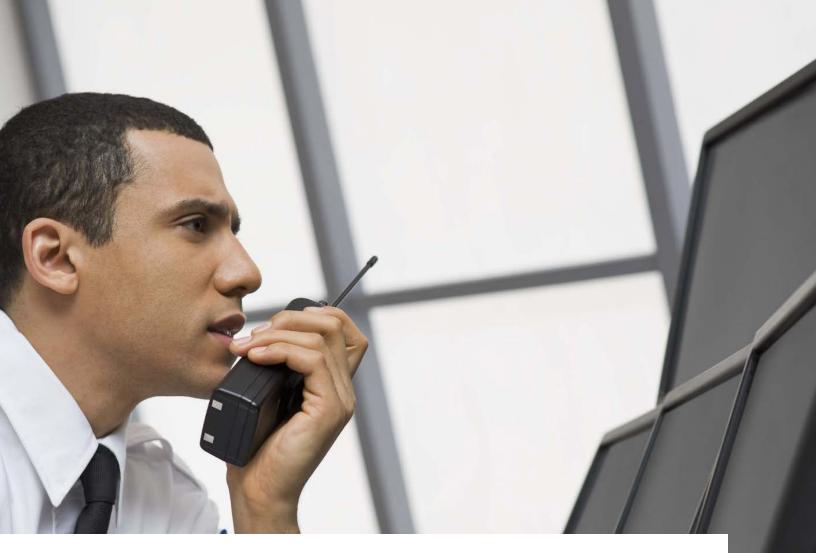
Centerplate exclusively provides all concessions at the Caesars Superdome. Outside food and/or beverages of any kind are prohibited. They may not be brought or delivered into the building or onto the premises. Contact Centerplate at (504) 558-6260 for food and beverage requests.

#### CATERING

All catering is provided exclusively in-house by Centerplate. To coordinate specific food and beverage requirements, please contact Centerplate at (504) 558-6260.

#### MERCHANDISING

Caesars Superdome merchandising is provided by Facility Merchandising Inc. For more information please call (504) 460-1159.



## OPERATING POLICIES & PROCEDURES





#### **GENERAL OPERATING PROCEDURES**

- Banners may be allowed if they meet the following conditions: if they are not in poor taste, are not
  offensive, do not include profanity, do not obstruct the view of any guests or any stadium signage,
  nor present a safety hazard. Banners of a commercial nature are not permitted without specific
  permit or permission of building management.
- Helium balloons may not be given inside the building but may be authorized for permanent attachment for authorized displays. Please see assigned Event Coordinator.
- House lighting, ventilation, heat or air conditioning will be provided as required during open show hours, rehearsals or special conditions. Energy conservation mandates reduced lighting and ventilation during move-in and move-out periods.
- The Caesars Superdome provides the following services on an exclusive basis. Contact the Event Services Department for further information:
  - Public Safety
  - Electrical service, including power and lighting
  - Utility services consisting of water, drain, compressed air, natural gas and/or steam
  - Food and Beverage service
  - Telephone and Internet service (not available in Champions Square)

Rate schedules for these services are available from the Event Services Department.

These General Operating Policies and Procedures with referenced publications have been established to ensure the Caesars Superdome, its personnel, licensees and related service industries are working in a safe and orderly environment. These policies and procedures should serve as a guideline governing event and building operations. Any questions, requests for variations or exceptions should be promptly submitted to the Event Services Department and must be approved in writing by ASM Global management.

#### **CROWD MANAGEMENT POLICIES**

PRE- EVENT SCREENING

Depending upon the nature of an event or when considered necessary by Building Management and Client, a visual or full search will be conducted by the Public Safety Department Only on all patrons and/or show personnel prior to entering the building. Patrons, guests or employees not complying to be searched prior to entering the facilities may received a refund at the point of purchase location.

VISUAL SEARCH

A Visual search consists of the following: the patron being asked to open any coats, bags or containers of any type. Security will visually scan all patrons as they enter the facilities for contraband noted below. The patron will be asked to dispose the item(s) prior to entering the facilities. Patron may be detained if item(s) discovered is of the illegal nature.

• FULL SEARCH

A Full search consists of the following: the patron being asked to open any coat, bag or container and also being physically patted down or screened with a metal detector. If contraband is detected, the patrons will be asked to dispose of such item(s) prior to entering the building. Patron may be detained if the item(s) discovered is of the illegal nature.



#### **PROHIBITED ITEMS**

The following items are prohibited in the Caesars Superdome:

- Animals (with the exception of service dogs)
- Banners (large or in poor taste)
- Containers of any kind
- Contraband
- Glass
- Large/oversized bags. Maximum bag size is 12" x 12"
- Laser pointers
- Noisemakers
- Outside food and drink
- Projectiles
- Weapons
- Sticks, bats, poles, clubs
- Video and audio recording devices
- Backpacks/knapsacks
- Helium balloons
- Glitter
- Stickers
- Fireworks
- Any other item(s) deemed unacceptable by Building Management
- Any other item(s) determined to be unacceptable by the Caesars Superdome

In the event prohibited items are revealed during a search, the patron(s) will be permitted to return to their vehicle with the items or they can dispose of the item. The Caesars Superdome will not safeguard any personal belongings or items of any type.

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#### **EVICTION POLICY**

The following behaviors or activities are causes for eviction from the Caesars Superdome:

- Use of profanity or unacceptable language of any type
- Possession of illegal or unauthorized items inside the Caesars Superdome
- Unacceptable dress
- Public drunkenness
- Entering or attempting to enter any "off limit" area such as the playing surface, stage area, backstage, or restroom of the opposite sex
- Participating in a fight or instigating a physical or verbal altercation Verbally abusing, threatening, or intimidating other patrons or building employees
- Throwing any object from box suites, balconies, ramps, etc. onto lower or upper areas
- Throwing objects of any type at other patrons, employees, or guests of the Caesars Superdome
- Possession of stolen tickets
- Possession of any unauthorized banners or signs
- Smoking indoors



#### PROPERTY AND EQUIPMENT DAMAGE POLICIES

- Damages of any kind should be promptly reported to the Caesars Superdome Public Safety Department at (504) 587-3900. The client is responsible for any damages to the building, furnishings or equipment. The client and its contractors are invited to inspect the facilities prior to move-in and following move-out accompanied by the Event Coordinator.
- Decorations may not be taped, nailed, tacked or otherwise fastened to ceilings, painted surfaces, columns, or fabric and decorative walls.
- Adhesive-backed decals and stickers may not be distributed anywhere on the premises.
- Glitter and confetti may not be used in carpeted areas of the building.
- Planters, furniture and other building equipment may not be removed or repositioned. Any movement of furniture for event purposes shall be handled by ASM Global building personnel.
- Motorized vehicles, forklifts, gas or electric carts, bicycles, scooters, and similar equipment may not be operated on any carpeted areas of the building.
- Carpet runners, show carpet or other temporary floor coverings over permanent carpet must be approved in advance. Contact your assigned Event Coordinator for specification of approved tapes to use when installing carpet. Double-faced tape and heat tapes are prohibited for direct application to permanent carpet.
- Tape removal from the Caesars Superdome floor is the responsibility of the client and their service contractor(s).
- Clients and their service contractors are responsible for the complete removal of bulk trash, crates, pallets, packing materials, lumber, etc., prior to show opening and during move-out. Bulk trash is defined as materials that cannot be removed with a broom.
- Pallets and large pieces of lumber and similar trash shall not be placed in the Caesars Superdome trash compactors. Open-top trash containers are provided for this material at a charge to the client.

Failure to comply with the above mentioned items will result in additional financial obligations on the part of the client.

#### **RECORDING POLICY**

Video cameras, digital cameras, cameras with detachable lenses and audio or video recorders of any kind are not permitted in the Caesars Superdome unless approved in advance by show or building management.

#### **CHILDREN'S ENTRY POLICY**

Children's entry policy is left to the sole discretion of the client.

#### **RE-ADMITTANCE POLICY**

Once patrons exit the building, re-entry is not permitted unless otherwise permitted by building or show management.

#### **SMOKING POLICY**

**Caesars Superdome** 

Smoking is permitted in the following areas only:

• Gates B, D, F, and H Plaza Level Exterior





#### **DELIVERY POLICIES**

- Freight must be consigned to the official show service contractor or exhibitor service contractor, or delivered directly to these parties during the event.
- Mail received on-site should be addressed to the appropriate show or event. Mail will be held in the Administrative Offices until the first day of the event, at which time it will be delivered to the licensee.

Caesars Superdome 1501 Dave Dixon Drive New Orleans, LA 70113

Events or circumstances not covered in these operating policies and procedures may be subject to special considerations and stipulations as deemed appropriate by ASM Global management. Questions and clarifications may be directed to the Event Services Department.

# ACCESSIBILITY FEATURES

DAT CLASSONE AT

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#### WHEELCHAIRS

The Caesars Superdome has a limited amount of wheelchairs available for patron use. A valid driver's license is required in exchange for a wheelchair. Wheelchairs are not reserved. Please contact your assigned Event Coordinator for any wheelchair requests.

#### **PHONIC EAR DEVICES**

Phonic ear devices are available in the Caesars Superdome. A valid driver's license is required in exchange for a phonic ear device. Please contact your assigned Event Coordinator for any phonic ear requests.

#### SIGN LANGUAGE

Sign language interpreters are available with prior notice. For concerts, a sign language interpreter can be hired through a private company. Please contact your Event Coordinator for any questions or concerns.

#### PORT-A-LET AND COMPACTOR

SDT is the preferred provider of waste management services for the Caesars Superdome. If you are wishing to obtain/rent any items, clients may contact SDT at (504) 940-2177 for more information.

#### **ELEVATORS/ESCALATORS**

There are elevators and escalators located in the Caesars Superdome that are serviceable to all levels.

There are (17) elevators, (42) escalators and 2 handicap lifts located in the Caesars Superdome.

- (5) Freight elevators:
  - Elevator 1,5,6 and 9 have a 3,000 lb. weight capacity
  - Elevator 10 has a 12,000 lb. weight capacity
- (12) Passenger elevators
  - Elevators 2, 3, and 4 have a 3,000 lb. weight capacity
  - Elevator 7 and 8 have a 2,200 lb. weight capacity
  - Elevator 11, 12, 13 and 14 have a 2,200 lb. weight capacity
  - Elevator 2A, 7A and 8A have a 3,500 lb. weight capacity





#### **PUBLIC SAFETY**

- The Caesars Superdome has in house Security Services 24-hours a day. Security Control for the Caesars Superdome is located at Gate A Ground Level. In case of an emergency at the Caesars Superdome, please call (504) 587-3900.
- Security arrangements for all events are the responsibility of the licensee and are subject to
  review and approval by the ASM Global management. The licensee is responsible for complete
  security within the licensed areas and MAY BE REQUIRED to provide additional security in
  loading dock areas, emergency exits, registration areas and ancillary spaces utilized for the
  event. Security firms engaged by the licensee shall be licensed in the State of Louisiana and are
  prohibited from carrying firearms within the premises, unless such personnel are authorized
  uniform law enforcement officers having jurisdiction at this location. See your assigned Event
  Coordinator for additional information.
- The Caesars Superdome offers services to convert office and meeting rooms to "high security" status by re-keying locks and installing hardware devices. Please contact the Event Services Department for additional details.
- Chain locks and other devices, which secure mandatory fire exit doors, are strictly prohibited.
- Service personnel and staff of the Caesars Superdome and the client are required to wear identification badges at all times and enter and exit the licensed areas through specified staff entrances.
- Working personnel are not permitted to loiter or take breaks in public areas of the building or utilize restaurants and food service areas reserved for customers.
- Soliciting is not permitted on the Caesars Superdome premises.
- Any conduct detrimental to the safe and proper operation of an event, abusive language, threats, assault, vandalism, theft and all other inappropriate actions will result in immediate removal from the premises or arrest and prosecution as appropriate.

#### FIRST AID SERVICES / SAFETY PROCEDURES

Acadian Ambulance Service provides complete first aid/paramedic services during all Caesars Superdome events.

- Safety of all occupants of the Caesars Superdome is of primary concern. Any unsafe condition or activity should be immediately reported to Security Control at (504) 587-3900 and supervisory personnel of the responsible party for corrective measures.
- Hazardous work areas are defined as any area on the premises where exhibits, equipment and freight are being handled, such as loading dock areas, exhibit halls, service corridors, marshalling yards, etc. Within these areas and throughout the premises, the following guidelines will be strictly enforced:
  - No horseplay, practical jokes, etc.
  - Possession or use of an illegal or controlled substance of any kind is prohibited.
  - No speeding (over 5 mph) or reckless use of vehicles and equipment.
  - No gasoline, kerosene, diesel fuel or other flammable liquids may be stored, permanently or temporarily, inside of the building. Interior refueling activity of any kind is strictly prohibited. Refueling must be accomplished a minimum of fifty (50) feet beyond the exterior of the building.
  - Access to fire exit doors and corridors shall be maintained throughout move-in/move-out activities.
  - Utility panels, switchgear, fire hose cabinets, standpipes, fire extinguishers and fire alarms must remain visible and accessible at all times.
  - Oil spills, loose or missing floor box covers or any other visible safety hazard shall immediately be reported to Engineering Control at (504) 587-3862.
  - Work activities in areas on upper levels require additional supervision to ensure safety for attendees to other events.



#### PERMIT REQUIREMENTS

#### Building Permits:

Permits can be obtained through the City of New Orleans. Please contact the Event Coordinator for your needs. A building permit is required for the following:

#### ALL TRADE SHOWS

- Permits may be attained at 1300 Perdido Street, Suite 1W15, New Orleans, LA 70112 (City Hall).
- The cost for a permit is \$250 for an Occupational license and \$500.25 for a Mayorality Permit totaling \$750.25.
- For questions regarding trade show permits, please contact Gary Joseph at (504) 658-1611.

#### STANDS OR STAGES OF ANY SIZE

• Plans and or signed statement must be submitted from a Louisiana Registered Engineer or Architect assuring compliance with the Standard Building Code, Chapters 11 and 12. Plans are reviewed by the Plans Processing Bureau.

#### TENTS

- A Certificate of Compliance issued by the Fire Prevention Bureau (581-6228) MUST be obtained for ANY sized tent that is erected on Caesars Superdome Property
- A building permit IS NOT required if the area of the tent is less than 120 square feet and the tent is not located within the inner city fire limits.
- A building permit IS required for a tent if the area the tent exceeds 120 square feet and it is located within the inner city fire limits, a Certificate of Compliance issued by the Fire Prevention Bureau (581-6228) MUST be obtained before applying for this Building Permit and the Certificate of Occupancy, and
- A plot plan must be provided showing the location of the tent on the site, and
- A statement must be provided indicating the intended use of the tent, and
- A signed statement must be submitted from a Louisiana Registered Engineer or Architect assuring the tent installation is in compliance with NFiPA-182, Chapter 11 Tents. (These statements and the plans are to be submitted to the plans processing bureau through the permitting process).
- A written permission is required from property owner.

#### **SPECIAL EVENT PERMITS:**

- Special events shall include but not be limited to fairs, festivals, carnivals, circuses, road shows, trade shows, concerts, displays, and expositions.
- The City of New Orleans at (504) 565-7115 requires that all exhibitors in Consumer/Trade Shows purchase a Special Event Permit. There is a \$50.00 fee (subject to change) that is payable to the City of New Orleans in addition to any sales taxes that will be collected from the exhibitor at the conclusion of the show. Every effort should be made to inform the exhibitors in advance of the Special Event Permit and its fee. Failure by an exhibitor to pay this fee could result in the city closing down their booth. Any questions or concerns on this matter should be directed to your assigned Event Coordinator

#### **PYROTECHNICS:**

- A City of New Orleans permit is required for all pyrotechnics. The telephone number to the New Orleans Fire Department, Fire Prevention Division is (504) 658-4770.
- Permits must be requested in a timely manner.
- A special City of New Orleans permit is needed for projectiles of any kind, (e.g. comets, mines, crossettes). Additional on-duty inspectors and firemen are required for productions involving projectiles which increase the costs.
- A pyrotechnics demo must be performed for the Fire Prevention Division of the New Orleans Fire Department on all pyrotechnic shows.



- A local pyrotechnics company and licensed operator must be utilized, unless the desired pyrotechnics company and operator are licensed in the State of Louisiana and in Orleans Parish.
- Any and all materials that may be used during a pyrotechnics show must have a flame retardant certificate. A copy must be furnished to the Event Coordinator.

#### AIR SPACE:

• Use of air space over the Caesars Superdome and in the city of New Orleans must be applied for through the FAA, the City of New Orleans, and the Municipal Airport. The number to the FAA Radar Room is (504) 471-4359.



#### **POLICE ESCORT:**

 To request a police escort, please contact the NOPD escort office at (504) 658-6205.
 Office hours are Monday through Friday, 8:00am - 4:00pm.

#### SEATING/FLOOR PLANS:

• A copy of any seating diagram or floor plan for your event must be submitted to the New Orleans Fire Marshall at least 30 days prior to the start of your event. Clients may contact the Fire Marshall directly at (504) 658-4770 or have their assigned Event Coordinator submit the drawings on their behalf. Regardless of how the submission is handled, a copy of the approved and stamped drawing must be given to the assigned Event Coordinator prior to the move in of the event.

#### FIRE WATCH:

• If determined necessary by the New Orleans Fire Department, the Caesars Superdome Operations and Safety Manager, a standby Fire Marshall(s) will be staffed during the event. Any costs for this additional requirement will be the responsibility of the promoter/client.

#### **OPEN FLAME DEVICES:**

Open flame devices are not permitted on Caesars Superdome property unless specifically approved by the New Orleans Fire Department and with the full knowledge of the Operations and Safety Manager.

#### **VEHICLE FUEL:**

- When a vehicle is placed in place of assembly, the following conditions must be met: (3101.17.2 SFPC 1994)
  - Fuel tanks shall be drained to less than 1/4 of tank capacity.
  - Fuel caps shall be taped shut or fitted with a locking cap.
  - Hot lead of the battery shall be disconnected.
  - Fire watch person shall have control of vehicle keys.
  - Vehicle engine is not to run inside of the building.
  - Refueling is not allowed inside of the building.
  - Standby with portable fire extinguisher after vehicle is brought inside of building.
  - Check for paper or plastic under the vehicle due to high heat under the vehicle.

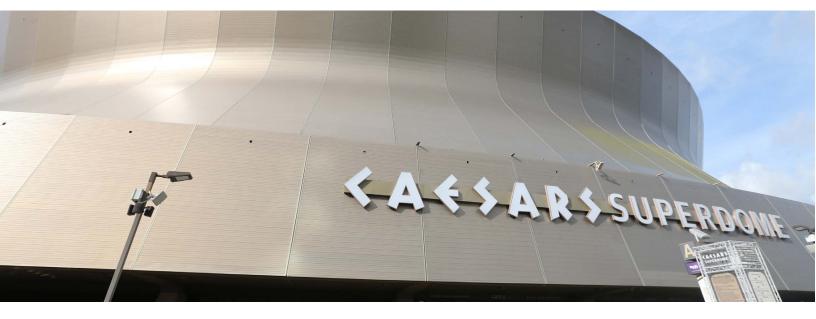


# COMMUNICATIONS





### Communications



#### COMMUNICATIONS INTERNET CONNECTIONS

 High Speed Internet Service is available throughout most areas in the complex, Caesars Superdome, Smoothie King Center and Champions Square. Services outside the buildings may not be able to be provided. The Internet Services can be provided at speeds from 10 Mbs to 100 Mbs (in 10Mbs increments). Requests for Static IP's, Switces/Hubs, and additional AP's on the Internet can be provide for an addition fee.

#### ISDN

 ASM Global does not supply ISDN lines. ISDN lines can be purchased from AT&T and installed by them for an end-to-end solution (1-866-620-6900).

#### **TELEPHONE/INTERNET SERVICE**

The Caesars Superdome are exclusive providers of telephone and Internet services. All telephone and Internet services can be handled in house. Please inform your Event Coordinator of any telephone and Internet service requirements as soon as possible. Your Event Coordinator will then put you in touch with our in-house Communications Department and develop the costs associated with such service. The costs associated with telephone and Internet service are subject to change.

TYPES: Regular Analog (or POTS) service with or without Long Distance

• These are available throughout most areas in the complex, Caesars Superdome, Smoothie King Center and Champions Square. Service is also available in Lot 4. Services outside the buildings may not be able to be provided.

#### **AT&T BUSINESS CENTER**

• The only exception to our in-house IT department providing all phone and internet services is the following:

All dry pair and ring down phone lines, devices, etc. for events involving teams on the field must be ordered directly through AT&T. The AT&T Business Center can be reached at 1-800-397-6858. Please contact them for these specific IT requirements. AT&T should be contacted directly for any troubleshooting.

# PRODUCTION





Production



#### **CABLE TELEVISION**

HD Cable TV can be provided to any location inside of the Caesars Superdome as well as other exterior areas. Exterior locations would have to be provided on an as needed basis, as the ability to get to any location would vary depending on the event. As well as providing local cable we can also provide eleven (11) internally generated channels on the cable feed.

The Caesars Superdome is equipped with a state of the art cable distribution system. Nearly every area of the building is wired for CCTV, including all concourses, locker and dressing rooms, suites, club lounges and offices. Equipment includes DSS, and C/Ku band satellite receivers. In addition to Cox Cable TV system, there are twenty (20) locally insertable channels.

#### WIRELESS CLEARCOM

Wireless clearcom systems are available in the Caesars Superdome with. Drops are located or can be run to all normal spotlights, front-of-house areas, and stage locations. Wireless clearcom is also available to the house lights operator.

#### MARQUEE SIGNAGE

#### **POYDRAS MARQUEE**

- Full Color LED
- 128 pixels high x 160 pixels wide; 20 MM, 8' 6" x 10' 10"
- Only acceptable file formats are .jpg, .bmp & .avi (30 frames per second, no compression)
- All files must be digital media

#### PYLON (LOT 4)

 Static/No video (jpeg or bitmap format), 192 pixels high x 352 pixels wide; 14' 5" x 26' 5" - 3 each



## Production

#### HD END ZONE BOARDS

#### CAESARS SUPERDOME

#### HD ENDZONE VIDEO BOARD

- Size: (2) boards; 35' x 320' 16 MM
- **Capabilities:** Commercial, Live Action Videos, Instant Replay, Full Video Production Facility available
- Locations: (1) North end /(1) South end
- Format: HD 1080i. 1920 pixels wide x 1080 pixels high jpg

#### MESSAGE BOARDS

- Size: (4) boards; 112 pixels high x 720 pixels long or 9' H x 54' W. 23 MM
- Capabilities: Message, Graphics, and Animation
- Locations: NE, NW, SE, and SW corners of the building on the 400 Suite Level
- **Message Copy:** Email or hard copy as required. No limitations on number of letters or characters. It is preferred to have received this copy (5) days prior to event. We can receive .bmp, .jpg or .avi (30 frames per second, no compression) files. Digital media only.

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#### FASCIA HALO BOARD (RIBBON BOARDS)

- Size: (4) boards; 3'8" high x 183' wide each; Full Content Window: 40 pixels high x 2,432 pixels wide; Football Content Window: 40 pixels high x 1,936 pixels wide. 23 MM
- **Capabilities:** Message, Graphics, and Animation (Graphics for these boards should be created in 40 pixels high x 2432 pixels long)
- Locations: NE, SE, SW and NW corners of the building on the Club level fascia
- **Message Copy:** Email or hard copy as required. No limitations on number of letters or characters. It is preferred to have received this copy (5) days prior to event. We can receive .bmp, .jpg or .avi (30 frames per second, no compression) files. Digital media only.

#### **PRODUCTION FACILITIES**

#### CAESARS SUPERDOME

- One (1) Grass Valley Kayenne Video Production Center
- Five (5) Grass Valley Elite Twin CCUs with LDX 80 Cameras
- Two (2) Grass Valley Universe XF CCUs with LDX 86 6X Cameras
- One (1) Sony PMW400 XDCAM with VISLINK Wireless Transmission and Control.
- One (1) Panasonic AK-HC1500G Camera with AW-PH405 Pan/Tilt Head and AW-RP120 Control. (SKC Center hung Camera)
- One (1) Sony BRC H900 PTZ Camera with Vaddio 999-5700-000 Control. (SKC POV Camera)
- Three (3) Evertz DreamCatcher 6IN/2OUT Replay Systems
- One (1) Evertz DreamCatcher 4-Channel Clip Player
- One (1) Click Effects CrossFire 2-Channel Broadcast Server
- One (1) Click Effects CrossFire 1-Channel Broadcast Server
- Two (2) ChyronHego Mosaic 2-Channel Graphics Platforms
- Two (2) Sony PDW-F1600 XDCAM HD Player/Recorders
- Two (2) Video Devices PIX 270i HD Player/Recorders
- Two (2) Toshiba DR430 DVD Player/Recorder
- One (1) JVC SR-HD2500 Blu-Ray Disc & HDD Recorder



### Production



#### SOUND SYSTEM

#### **CAESARS SUPERDOME**

- 32-Channel Yamaha M7CL Mixing Console
- 2 Tascam CD Players
- Tascam Tape Player/Recorder
- 6 Shure UHF Wireless Mic Systems

#### AUDIO SPECIFICATIONS

## MAIN BOWL

- Mid/Hi Frequency
  - Bose 3202
  - Bose 4402
- Low Frequency

   Bose 502B

#### **AMPLIFICATION (84,000 WATTS)**

- Mid/Hi Frequency
  - (42) Crest CKS1200 Low Frequency
    - (12) Crest CKS1600

#### CONCOURSE/UNDER-BALCONY SPEAKERS

Altec 409

#### **AMPLIFICATION (17,500 WATTS)**

• (35) Altec 2280 Incremental Amplifiers (100 volt)

#### LIGHTING

#### CAESARS SUPERDOME

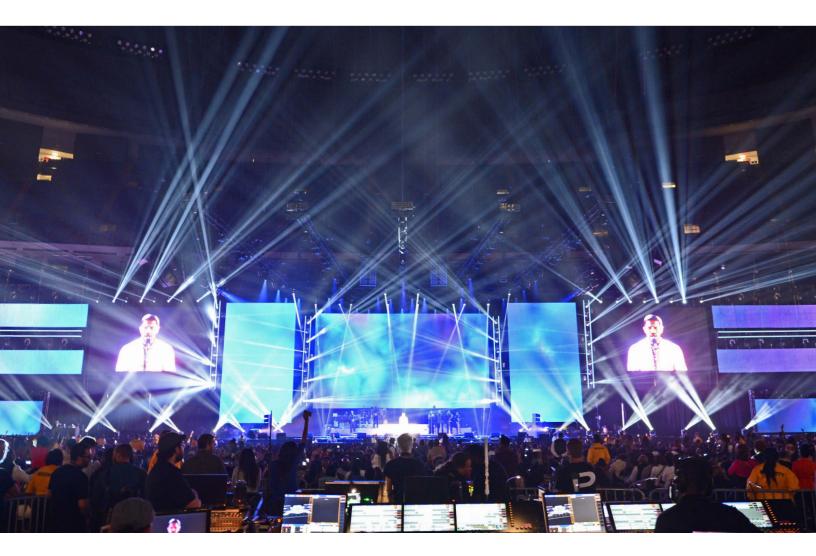
 The Caesars Superdome has metal halide fixtures, which require 5 to 6 minutes to strike. A cool down time of 15 minutes must be allotted between shutting off the lights and re-strike.

#### **SPOTLIGHTS**

The Caesars Superdome has the following spotlight inventory. Please take note that this is the total inventory that is shared between the two buildings. Please check with your Event Coordinator regarding spotlight availability.

- Six (6) Super Trooper spotlights (between both the Caesars Superdome and Smoothie King Center)
- Six (6) Gladiator spotlights (between both the Caesars Superdome





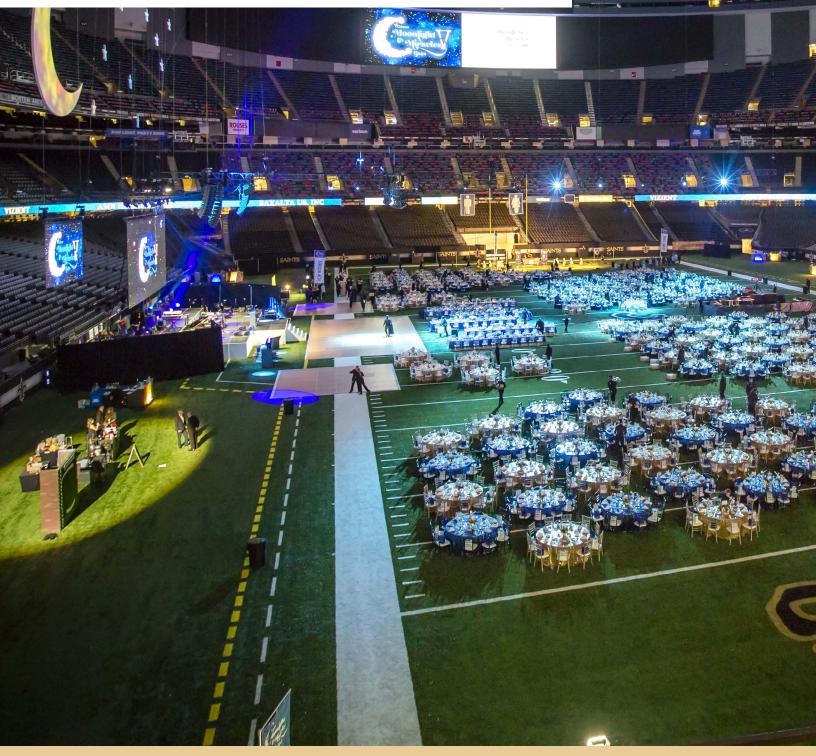
- Four (4) catwalk spotlights at the Caesars Superdome (located in catwalk; 2 on East and 2 on West)
- PLEASE NOTE THE CAESARS SUPERDOME DOES NOT HAVE ANY ADDITIONAL SPOTLIGHT PARTS (I.E. COLOR LENSES, ETC.); CLIENT/PROMOTER IS RESPONSIBLE FOR OUTSOURCING THESE ADDITIONAL ITEMS.

#### DRESSING ROOMS

#### CAESARS SUPERDOME

• The Caesars Superdome has a total of 5 Dressing Rooms/Locker Rooms. These rooms are in a variety of configurations. Cable television, telephone service, and Internet are not fixed items but may be furnished upon request.

# UTILITIES



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#### ELECTRICAL POWER

#### CAESARS SUPERDOME

The Caesars Superdome has 4,400 amps of total power at 208 volts available for show power. This does not include the power that is located in the floor pockets:

- North East Side: 800 amps

   (1) 800 amp/3 phase/208 volt/5 wire
- East Side: 800 amps

   (1) 800 amp/3 phase/208 volt/5 wire
- South East "D" Unit: 800 amps

   (1) 800 amp/3 phase/208 volt/5 wire
- South West "D" Unit: 600 amps

   (1) 600 amp/3 phase/208 volt/5 wire
- South West Side: 800 amps

   (1) 800 amp/3 phase/208 volt/5 wire
- North West "D" Unit: 600 amps

   (1) 600 amp/3 phase/208 volt/5 wire
- Loading Dock: 200 amps

   (3) 200 amp/3 phase/208 volt/5 wire

#### BUS LOTS

- Lot 3
  - No power available
- Lot 3A
  - 200 amp, 3 phase, 208 volt
- Lot 4

- One (1) 400 amp, 208 3-phase (next to small gate on East Side of Lot 4); this power can be split into two (2) 200 amp, 208 3-phase connections.

- One (1) 400 amp, 208 3-phase (at pylon/near NW corner of Lot 4)

#### CAESARS SUPERDOME POWER SERVICES ARE ALL CAM LOCK EQUIPPED.

#### ELECTRICAL, COMPRESSED AIR, AND WATER AVAILABILITY

#### CAESARS SUPERDOME

- Electricity is located 50 feet apart North to South and 30 feet apart East to West.
- Water is located every 66 feet on the Dome Floor (North to South).

Access to all water services must be done by the House Plumber.

All wiring and electrical installations must be performed by a House Electrician.

All utilities for trade/consumer shows fall under special pricing. Please speak with your assigned Event Coordinator to obtain the appropriate forms.







#### **TICKETING SERVICES**

The Caesars Superdome has an exclusive agreement with Ticketmaster in the selling of tickets for all events. There is a facility fee accessed on all tickets over \$10.00, which is subject to change. For more details on box office operations and other services, please call (504) 587-3822. Hours of operation are 9am-4:30pm, Monday-Friday. Box office hours on Saturdays and Sundays are for event on sales and event days only. There are 2 Ticketmaster retail outlets in the Greater New Orleans area.

#### TICKET OFFICE

#### CAESARS SUPERDOME

Box Office Information

- Full Box Office services
- Five Box Office locations available (6 including the Saints Box Office)
- Gate A Ground level (8) windows available (16 including the Saints Box Office)
- Plaza Gates B, D, F & H (All locations on the main level of the Superdome)
- (10) windows are available for each Plaza Level location

#### **SEATING CAPACITIES**

#### CAESARS SUPERDOME

Basketball	67,500 FINAL FOUR
Center Stage Concert	83,000 CENTER STAGE WITH MAX FLOOR CAP
South end Stage Concert	65,000
East End Stage Concert	51,000
Dome Arena I	18,406
Dome Arena II	18,626
Football	74,295

All capacities are based on stage size and mix positions.

# SPACE & AREA DIMENSIONS





#### **Caesars SUPERDOME**

#### **STANDARD CONFIGURATION (WITH 9 ROWS IN)**

- 112,900 square feet
- North to South 407 feet
- East to West 289 feet

#### **EXPANDED CONFIGURATION (WITH 9 ROWS OUT)**

- 146,658 square feet
- Combined with usable space under East (7,888 square feet) and West (7,888 square feet) stands = additional 15,776 square feet
- Total Usable Floor Space: 162,434 square feet
- Ceiling Height at pre cast concrete seats (at row ten) 7'6"

#### FLOOR LOAD CAPACITY

- The live load for the "Playing Floor" slab-on-grade is 200 lbs. per square foot.
- All other slabs-on-grade are designed for a live load of 100 lbs. per square foot.

#### **CEILING HEIGHT**

273 feet center

#### **RIGGING CAPACITY**

• 100,000 lbs. evenly distributed across the ceiling

#### SERVICE ENTRANCES

- 2 Rollup Doors (South Gate) = 19.6 feet high X 16.3 feet wide
- 1 Rollup Door (NE Ground Level) = 9 feet high x 12 feet wide

#### 200 Level Club Capacity

- Each Club Room has approximately 23,500 total square feet.
- Each Club Room has one (1) adjacent meeting room entitled "Club Room A" and two (2) smaller reception rooms called "Club Rooms 1 and 2". Please refer to the Club Level diagram located on page 52 for more information.

- Bienville Club Room A (located in the Bienville Club Room in the NE corner of the building) is  $65' \text{ L} \times 30' \text{ W} \times 11'4''$  H providing approximately 2,060 total square feet.

- Iberville Club Room A (located in the Iberville Club Room in the SE corner of the building) is 44' L x 32' W x 11'4" H providing approximately 1,442 total square feet.

- Claiborne Club Room A (located in the Claiborne Club Room in the SW corner of the building) is 68' L x 32' W x 11'4" H providing approximately 2,246 total square feet.

- St. Charles Club Room A (located in the St. Charles Club Room in the NW corner of the building) is 68' L x 29' W x 11'4" H providing approximately 2,005 total square feet.





- Ceiling heights vary in the club room area. They are as follows:
  - Food service area is 9' Area under white ceiling tiles is 13.5'
  - Area under wood ceiling treatment is 13'
  - Concourse areas by the glass doors to the lobby is 8'
- Existing Club Furniture (per Club Lounge):
  - 68 Lounge Chairs
  - 10 Sofas
  - 6 Love Seats
  - 19 Coffee Tables
  - 120 Dining Chairs
  - 30 Dining Tables
  - 24 Barstools

Use of 35 LCD TV's located within Club Lounge, as well as 32 LCD TV's throughout the concourse per Club



# **CLUB LOUNGE PRODUCTION & TECHNOLOGY SPECS:**

# - CLUB LOUNGE TVS (PER CLUB LOUNGE)

- Total of 37 LCD Televisions
  - (28) 42" LCD's in Club Lounge
  - (2) 42" LCD's in Glass enclosed smaller rooms

# **CLUB LEVEL SOUND SYSTEMS:**

- Capabilities include combining all Club Lounges together or keeping them separate.
- Wireless microphone system in each Club Lounge.
- Ability for independent volume control in the small rooms located within each Club Lounge.
- Two (2) portable sound racks can be added to the Club Lounge to increase the number of wireless microphones to 2 and to allow for adding CD music and DVD video to the rooms. Additional costs may apply.

# CLUB LEVEL VIDEO SYSTEMS:

- Video signals may be sent from the Club Lounges and placed on all LCD TV's throughout the Club Lounges and/or the entire facility.
- All Club Lounges video systems may be combined or separated from each other.
- Video signals are transmitted over fiber to maintain image quality.

# **CLUB LEVEL TECHNOLOGY:**

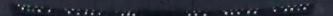
- Wireless Data capabilities
- High Speed internet access
- Van access enabling client(s) to create multiple networks
- Enterprise level Phone system

# **CLUB LEVEL LIGHTING CAPABILITIES:**

• The lighting for the Club Lounges consists of energy efficient fluorescent fixtures with a fully programmable dimming system allowing for several different scenes of lighting for all types of events.

# FLOOR TO EACH LEVEL DIMENSIONS

- Ground Level to Floor is 1'5"
- Mezzanine Level to Floor is 14'4"
- Plaza (Level 1) to Floor is 25'0"
- Loge (Level 2) to Floor is 37'0"
- 300 Level Suites (Level 3) to Floor is 61'0"
- 400 Level Suites (Level 4) to Floor is 73'0"
- Terrace (Level 5) to Floor is 85'0"
- Terrace (Level 6) to Floor is 97'0"
- Terrace (Level 7) to Floor is 145'0"
- 1st Light ring to Floor is 186'
- 2nd Light ring to Floor is 214'
- 3rd Light ring to Floor is 236'
- 4th Light ring to Floor is 250'



# MAPS

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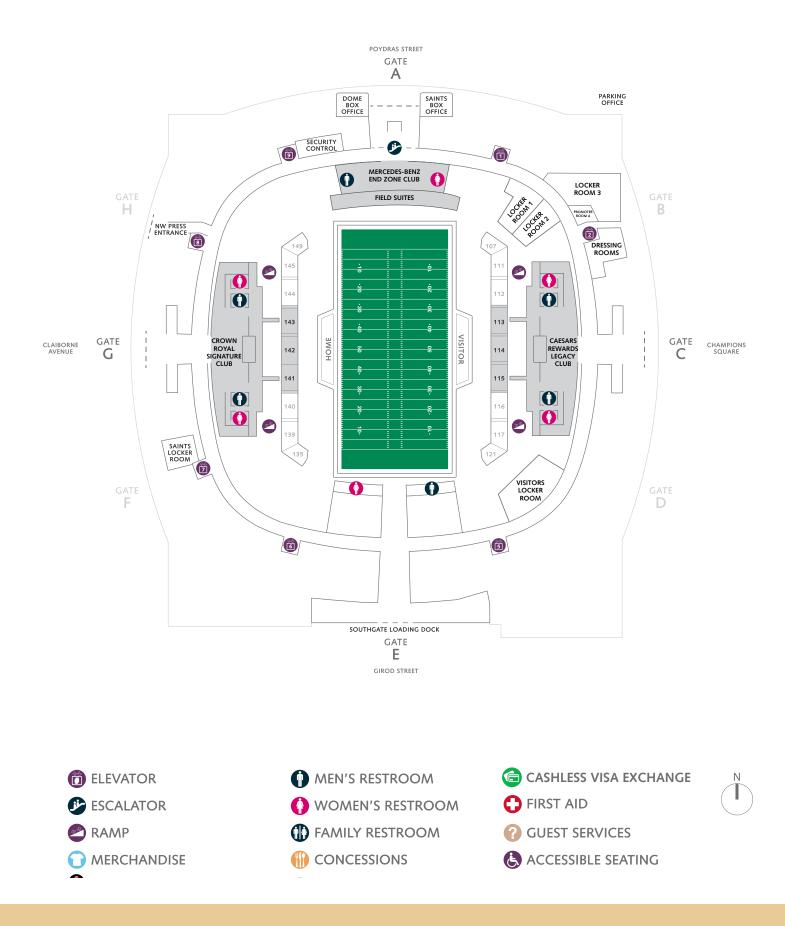
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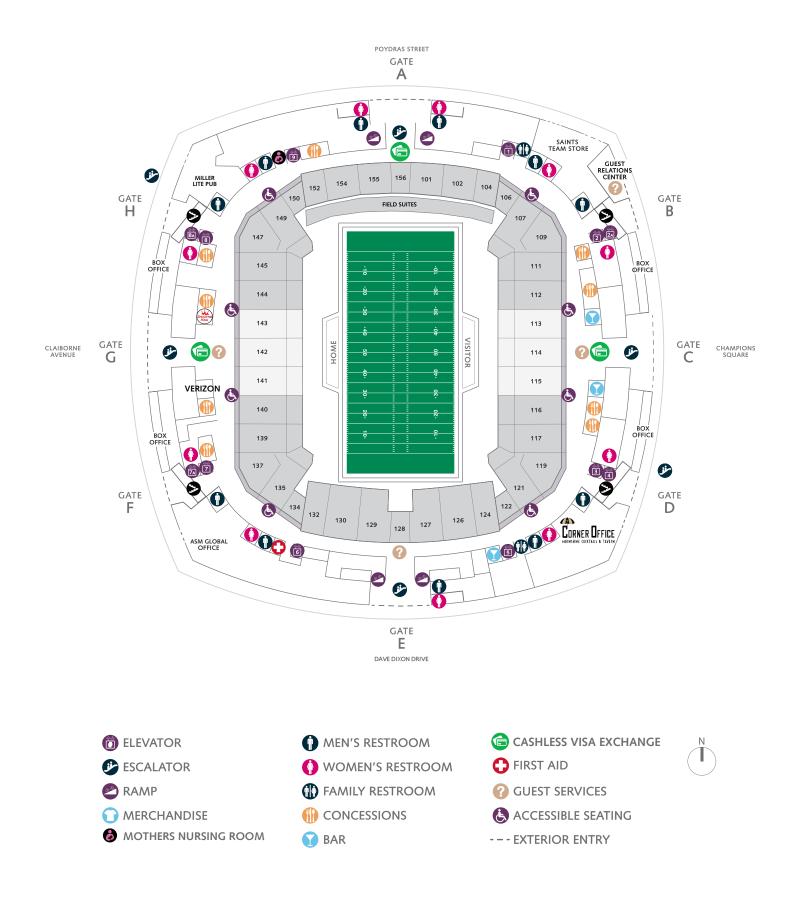


Maps - GROUND LEVEL



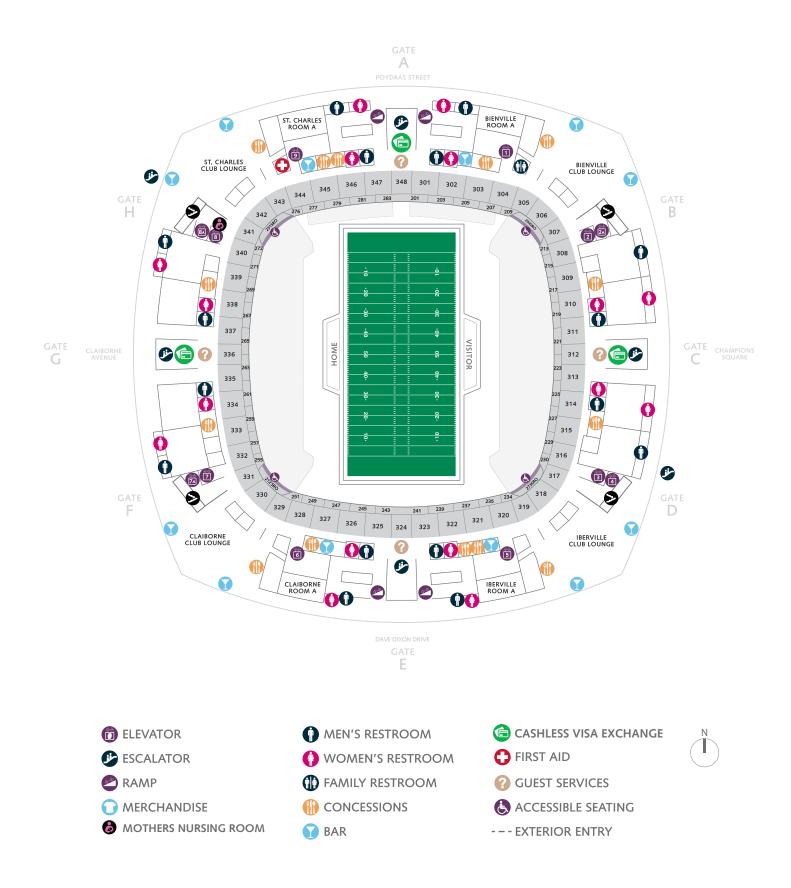


Maps - PLAZA LEVEL



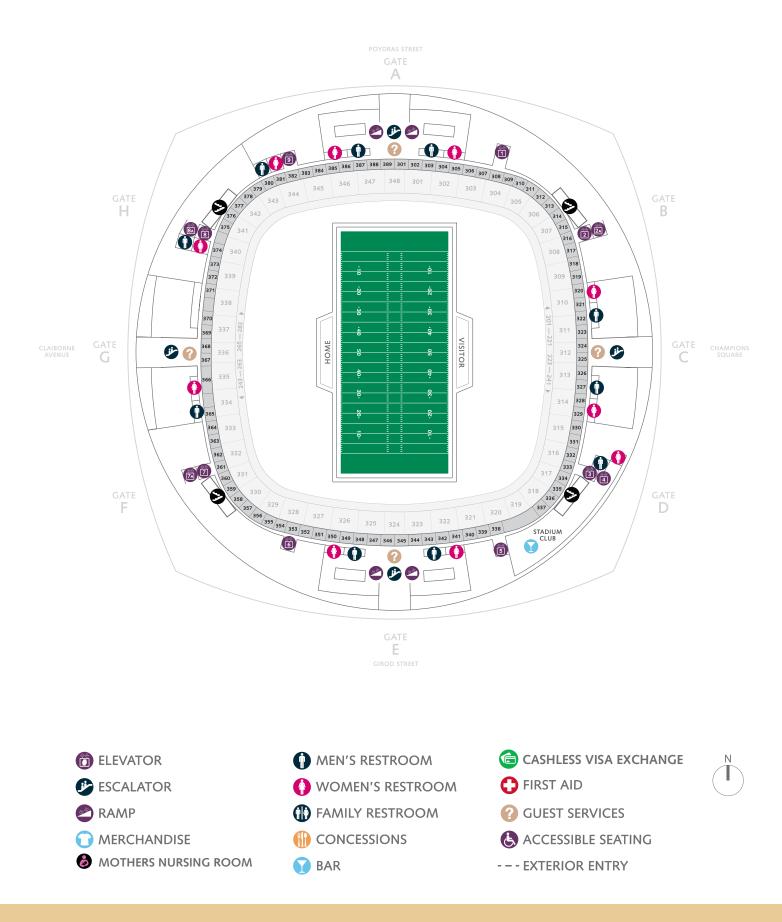


Maps - LOGE LEVEL

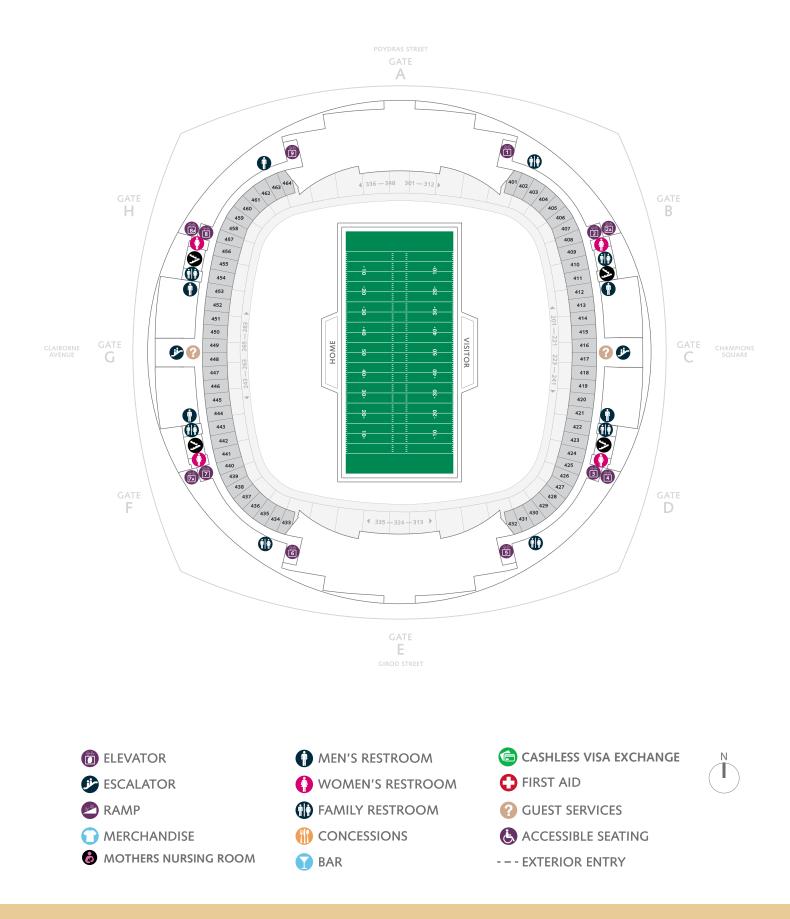




Maps - 300 SUITE LEVEL

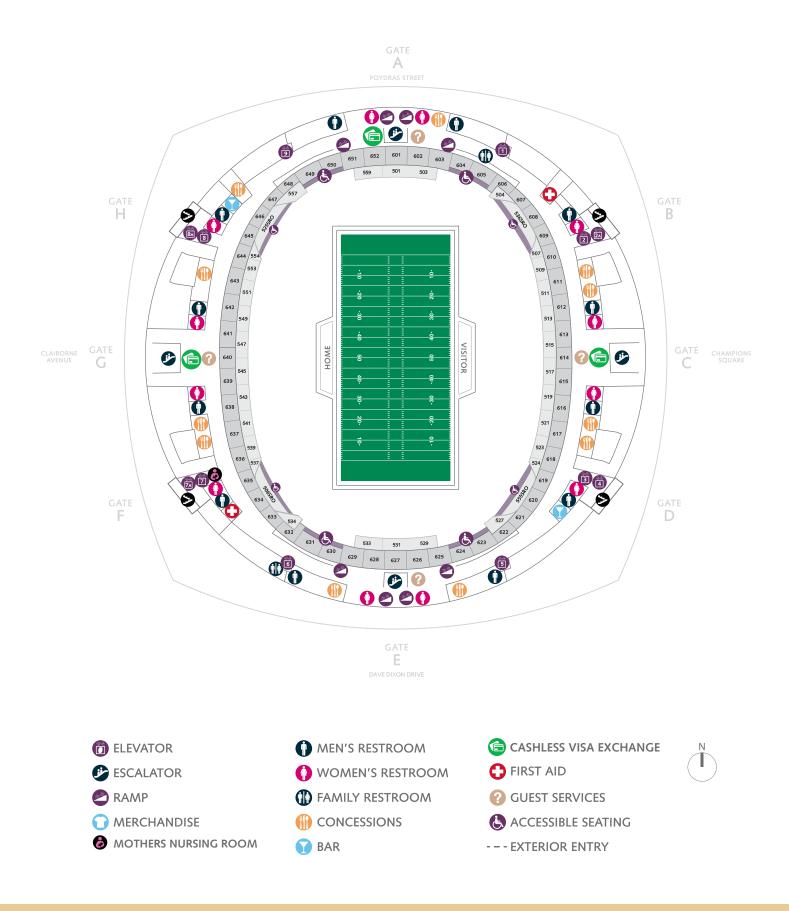






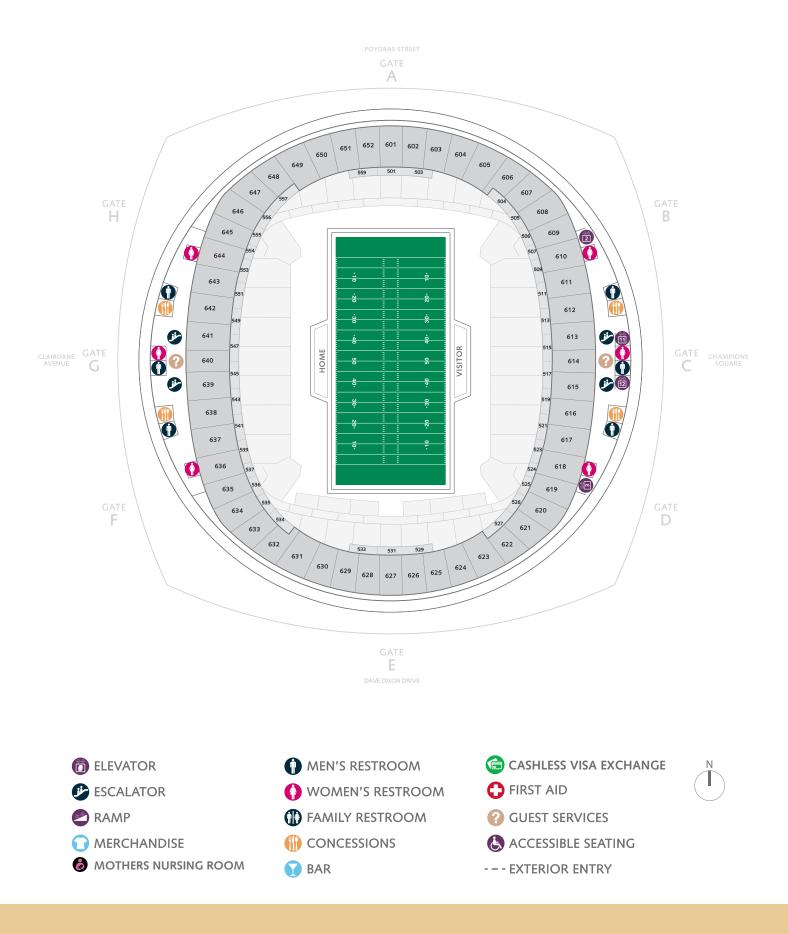


# Maps - 500/600 TERRACE LEVEL



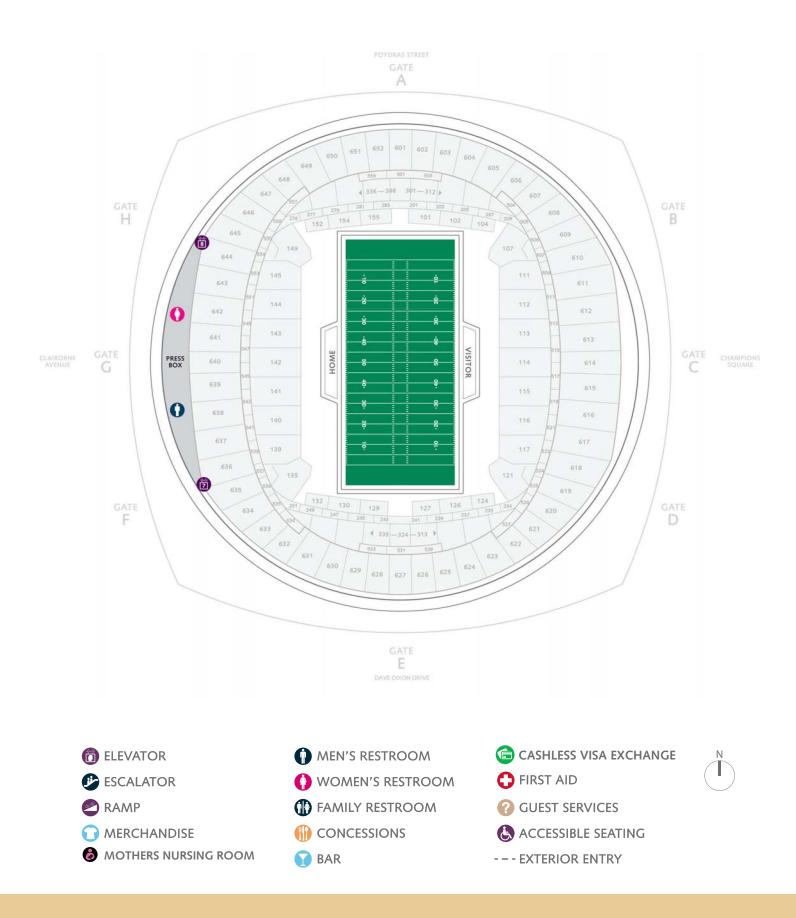


Maps - 600A TERRACE LEVEL





Maps - 700 PRESSBOX LEVEL



# PARKING



# PARKING

The Caesars Superdome complex has seven (7) parking garages, which can accommodate approximately 7,000 vehicles. The Caesars Superdome has two (2) surface lots. The parking garages and surface lots are adjacent to the Caesars Superdome. The garages are designated #1, #1A, #2, #2A, #5, #6 and Champions Garage (formerly Macy's Garage). The surface lots are designated Lot 3, Lot 3A and Lot 4.

LOCATION	NUMBER OF SPACES (NOT INCLUDING ADA)
Garage 1	469
Garage 1A	480
Garage 2	460
Garage 2A	503
Lot 3	162
Lot 3A	153
Lot 4	197
Garage 5	1,469
Garage 6	1,257
Champions Garage	2,081

# PARKING LOT POLICIES

- No re-entry privileges without prior authorization
- No overnight parking unless approved in advance
- Absolutely no solicitation of any type
- No open flames permitted on the properties

#### **DISABLED PARKING**

Disabled Parking is available in the parking garages and in each surface lot.

LOCATION	NUMBER OF ADA SPACES
ADA East	18 wheelchair accessible
ADA West	18 wheelchair accessible
Garage 1	8 regular + 7 wheelchair accessible
Garage 2	9 regular + 6 wheelchair accessible
Lot 3	7 wheelchair accessible
Lot 3A	N/A
Lot 4	14 wheelchair accessible
Garage 5	9 regular
Garage 6	27 regular + 23 wheelchair accessible
Champions Garage	31 wheelchair accessible





# **UNAUTHORIZED VEHICLES**

Vehicles of any kind parked illegally or in restricted areas are subject to tagging and towing without notice.

#### **GATE A GROUND EAST & WEST PARKING**

- The Caesars Superdome has (46) Parking spaces available at Gate A Ground East and West.
- Please contact your assigned Event Coordinator for authorized credentialing to access these areas.

# **EVENT PARKING PASSES**

A limited number of parking passes are available for your event. If additional spaces are required they can be reserved for a fee.

#### **PARKING RATES**

The Caesars Superdome Parking Operating Management is responsible for all parking operations. Specific questions regarding parking policies and rates should be directed to your assigned Event Coordinator.

#### LOAD-IN AREA

Load-in for show vehicles and other equipment will take place at the loading docks of the Caesars Superdome.

# CAESARS SUPERDOME HAS FOUR (6) "BAYS" AVAILABLE, PLUS TWO (2) DESIGNATED FOR CENTERPLACE, OUR IN-HOUSE CATERER.

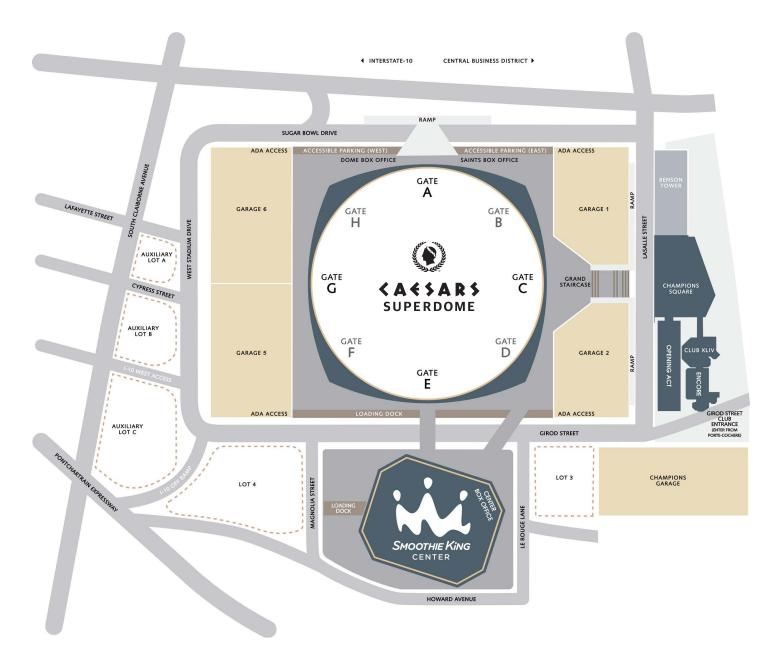
- West Lower Dock 48' W x 61' D (each bay is 12' W x 61' D)
- East Lower Dock 48' W x 61' D (each bay is 12' W x 61' D)
- Centerplate Dock 23' W x 61' D (each bay is 11'5" W x 61' D)

# **PRODUCTION PARKING**

# CAESARS SUPERDOME

Show parking is located on the loading dock and in Lot #4 on Dave Dixon Drive.





# MAP OF DOWNTOWN NEW ORLEANS

# **DIRECTIONS TO CAESARS SUPERDOME**

# **GARAGE #6 ENTRANCE:**

- EAST I-10 west to Superdome exit, turn right on Canal St., take right at Claiborne Ave. Stay in the right lane alongside I-10. Then turn left on Poydras and right on Clara. Take right on Sugar Bowl Drive.
- WEST Take I-10 east to the Caesars Superdome/Claiborne exit, then turn right. "DO NOT TAKE THE POYDRAS EXIT"
- SOUTH Take West Bank expressway to Mississippi River Bridge, take the O'Keefe exit to Dave Dixon Drive, Take left.





# **GARAGE #5 ENTRANCE:**

- EAST I-10 west to Superdome Exit, turn right on Canal St., turn right on Claiborne Ave. Stay in the right lane alongside I-10. Proceed across Poydras, turn left on Cypress, and turn right on West Stadium Drive to Dave Dixon Drive.
- WEST Take I-10 to Airline Hwy/Tulane Ave. exit, turn right to Tulane Ave., on Tulane go to Galvez and turn right to S. Rocheblave (under I-10) turn left to the rear of the Superdome.
- SOUTH Take west bank expressway to Mississippi River bridge, take the O'Keefe exit to Dave Dixon Drive and take left.

# **GARAGE #1 ENTRANCE:**

- EAST Take I-10 west to the Caesars Superdome exit, then on Claiborne turn right to Poydras, turn right (away from Superdome) take U-turn (towards Superdome) on Poydras St. turn right on Sugarbowl Drive into garage.
- WEST Take I-10 east to the Poydras exit, then right on Sugarbowl Drive into garage.
- SOUTH Take west bank expressway to Mississippi River Bridge, take the O'Keefe exit to Dave Dixon Drive, take left.

### **GARAGE #2 ENTRANCE:**

- EAST Take I-10 west to the Caesars Superdome/Claiborne exit to Poydras St. take right (away from Superdome), go to U-turn (towards Superdome) onto Poydras St. go to LaSalle St. take right, go to Dave Dixon Drive take right into garage.
- WEST Take I-10 east to the Poydras exit, take Poydras to LaSalle St. take right, go to Dave Dixon Drive take right into garage.
- SOUTH Take Westbank Expressway to Mississippi River Bridge, take O'Keefe exit to Dave Dixon Drive, take left into garage.