



**THE VENUE
AT UCF**

**PRODUCTION
GUIDE**

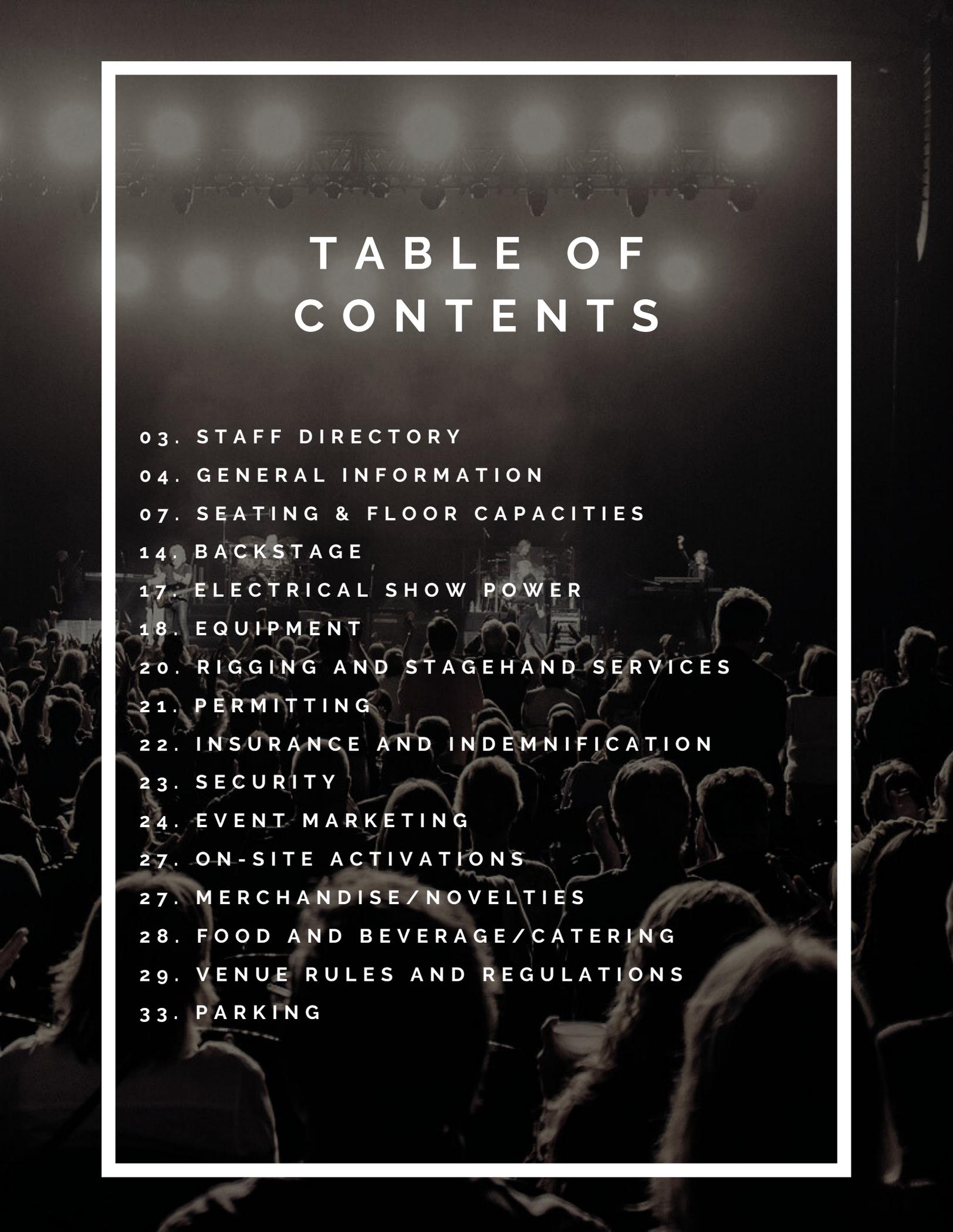


TABLE OF CONTENTS

- 03. STAFF DIRECTORY
- 04. GENERAL INFORMATION
- 07. SEATING & FLOOR CAPACITIES
- 14. BACKSTAGE
- 17. ELECTRICAL SHOW POWER
- 18. EQUIPMENT
- 20. RIGGING AND STAGEHAND SERVICES
- 21. PERMITTING
- 22. INSURANCE AND INDEMNIFICATION
- 23. SECURITY
- 24. EVENT MARKETING
- 27. ON-SITE ACTIVATIONS
- 27. MERCHANDISE/NOVELTIES
- 28. FOOD AND BEVERAGE/CATERING
- 29. VENUE RULES AND REGULATIONS
- 33. PARKING

STAFF DIRECTORY

MANAGEMENT

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GENERAL INFORMATION

ADDRESS/SHIPPING ADDRESS

**The Venue at UCF/Addition Financial Arena
University of Central Florida**

12777 Gemini Blvd N.
Building 50
Orlando, Florida 32816

Tel: 407.823.3070
Fax: 407.882.0010

Website: www.AdditionFiArena.com

MANAGEMENT

The Venue at UCF, managed by Oak View Group, is home to the UCF Women's Volleyball team, as well as concerts, sporting events, conventions/trade shows and other attractions for the Central Florida area.

Oak View Group (OVG) is the global leader in live experience venue development, management, premium hospitality services, and 360-degree solutions for a collection of world-class owned venues and a client roster of arenas, convention centers, music festivals, performing arts centers, and cultural institutions. Founded by Tim Leiweke and Irving Azoff in 2015, OVG is the leading developer of major new venues either open or under development across four continents.

FACILITY HISTORY

The Venue at UCF is an 87,000 square foot multipurpose, air-conditioned facility that opened in August 1991. This state-of-the-art facility houses 31,000 square feet of exhibition space which can be utilized as five full basketball courts or adapted for various sports such as volleyball, mixed martial arts, boxing, gymnastics, cheerleading, and weightlifting. The facility can also be transformed for concerts and banquets or as a convention/trade show event. A VIP Skybox, conference room, locker/dressing rooms, training room, and two concession stands are also housed in the facility.



GENERAL INFORMATION

ORLANDO MARKET

Orlando is one of the fastest-growing cities in the United States, with a metropolitan population of over 2 million people, making it the 7th largest metropolis in the Southeast United States. Orlando International Airport is the 13th busiest airport in the United States and the 34th busiest airport in the world. Orlando is best known for its tourism industry, which attracts over 75 million visitors each year. Famous Orlando attractions include Walt Disney World Resort, SeaWorld, and Universal Studios. Along with being the number one tourist destination in the United States, Orlando is also a center for digital media, aviation, agricultural technology, aerospace, software design, and bio medicine. Orlando is also known for its beautiful weather, boasting an average annual temperature of 82 degrees.

VENUE LOCATION

The Venue at UCF is located on the campus of the University of Central Florida, which is currently the second largest university in the United States with over 68,000 students and 13,000 faculty and staff. UCF has made noted research contributions in areas such as digital media, engineering and computer science, education, and hospitality management. The UCF Knights are all-sport members of the American Athletic Conference.

Located on the east side of Orlando, The Venue at UCF is easily accessed from all major roadways with a population of 2.8 million within a 50-mile radius. Strategically located twenty minutes from downtown Orlando, 90 minutes from Tampa, and three hours from Jacksonville, The Venue at UCF is easily accessible via route 417 or route 408.

MAJOR EVENTS*

- Kansas and the UCF Orchestra
- Kevin Hart
- Bill Clinton
- Michelle Obama
- Fitz & The Tantrums
- Boxing Events
- MMA Events
- UCA Cheerleading
- Matisyahu
- Kenny G
- Michael Ian Black
- Foghat
- George Jones

*Since 2007 Renovation



GENERAL INFORMATION

USEFUL TELEPHONE NUMBERS

Police: 407.823.5555

Fire: 407.836.9111

Emergency: 911

AdventHealth East Orlando Hospital: 407. 277. 8110

PREFERRED LOCAL HOTELS

The Celeste Hotel

4105 North Alafaya Trail | Orlando, FL 32826 | 407.207.4700

Website: <http://thecelestehotel.com>

Use Offer Code UOF for an Addition Financial Arena discount when booking

Residence Inn by Marriott Orlando East/UCF

11651 University Blvd. | Orlando, FL 32817 | 407.513.9000

Website: <http://residenceinnucf.com>

Use Offer Code UOF for an Addition Financial Arena discount when booking

Courtyard by Marriott/UCF

12000 Collegiate Way | Orlando, FL 32817 | 407.277.7676

Website: <http://courtyarducf.com>

Use Offer Code UOF for an Addition Financial Arena discount when booking

TownePlace Suites by Marriott Orlando

11801 High Tech Ave. | Orlando, FL 32817 | 407.243.6100

Website: <http://towneplacesuitesucf.com>

Use Offer Code UOF for an Addition Financial Arena discount when booking



SEATING & FLOOR CAPACITIES

VENUE MAIN FLOOR DIMENSIONS

17,100 sq. ft (150' x 114') with Seats Pushed In
8,664 sq. ft (76' x 114') with Seats Pushed Out/Extended

*The floor load is 250 pounds per square foot.

CONCERT AND SPORTS CAPACITIES

Configuration	Seat Count
North-Stage Concert	1,400
East-Stage Concert	1,400
Volleyball/Basketball	1,400
MMA/Boxing	1,400

Note: All capacities are subject to change depending on the event requirements. Capacities do not include production kills including the mix.



SEATING & FLOOR CAPACITIES

GENERAL ADMISSION SEATING

General admission or open floor seating is permitted only with arena management approval. A temporary moat (barricade) will extend around the floor to limit access to the floor.

SEATS

Fixed seating consists of 1,568 seats, which are located in the bowl with upholstered seats and backs. Portable chairs are upholstered and interlocking and are used on the venue floor (total depends on event set-up).

Max Capacity for all guests is 1,400.

ADA SEATING

The Venue at UCF complies with the Americans with Disabilities Act (ADA) 1990.

BOX OFFICE/TICKETING

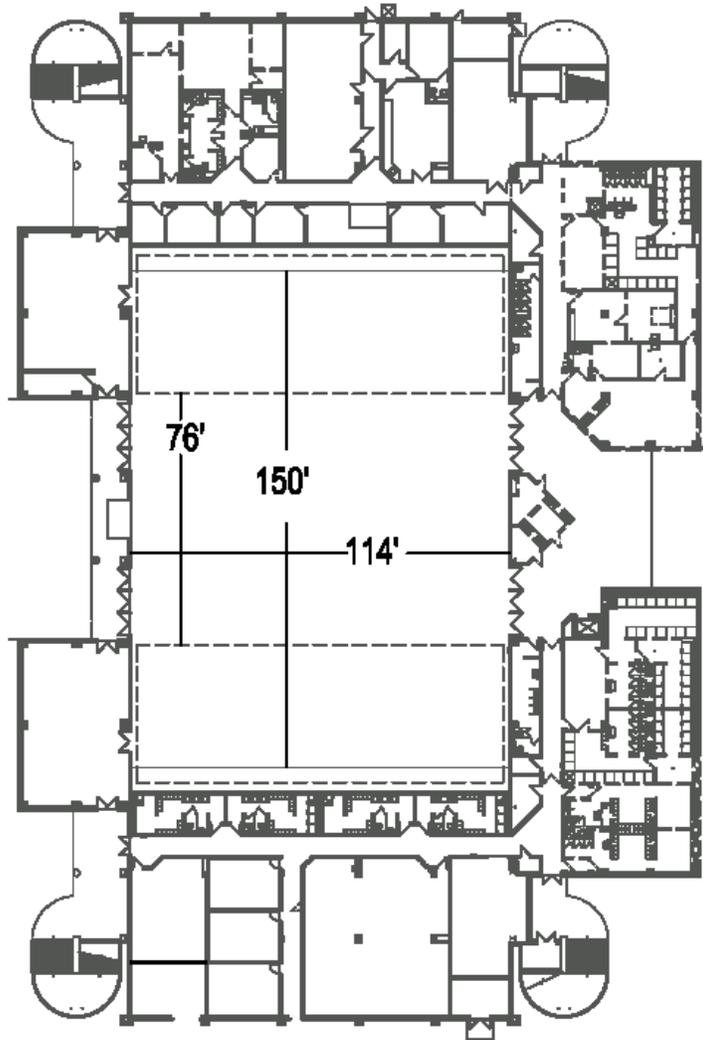
The Venue at UCF/Addition Financial Arena is affiliated with Ticketmaster. Tickets to The Venue at UCF events are available at the Addition Financial Arena Box Office, Ticketmaster.com, or the Ticketmaster mobile app. Addition Financial Arena Box Office hours are Monday-Friday 9am-5pm. Additional hours of operation are subject to event schedule. The Box Office information telephone number is (407) 823-6006.

Our Box Office does not recommend buying tickets from a third-party ticketing site as refunds or assistance with ticketing issues are not guaranteed at the venue.



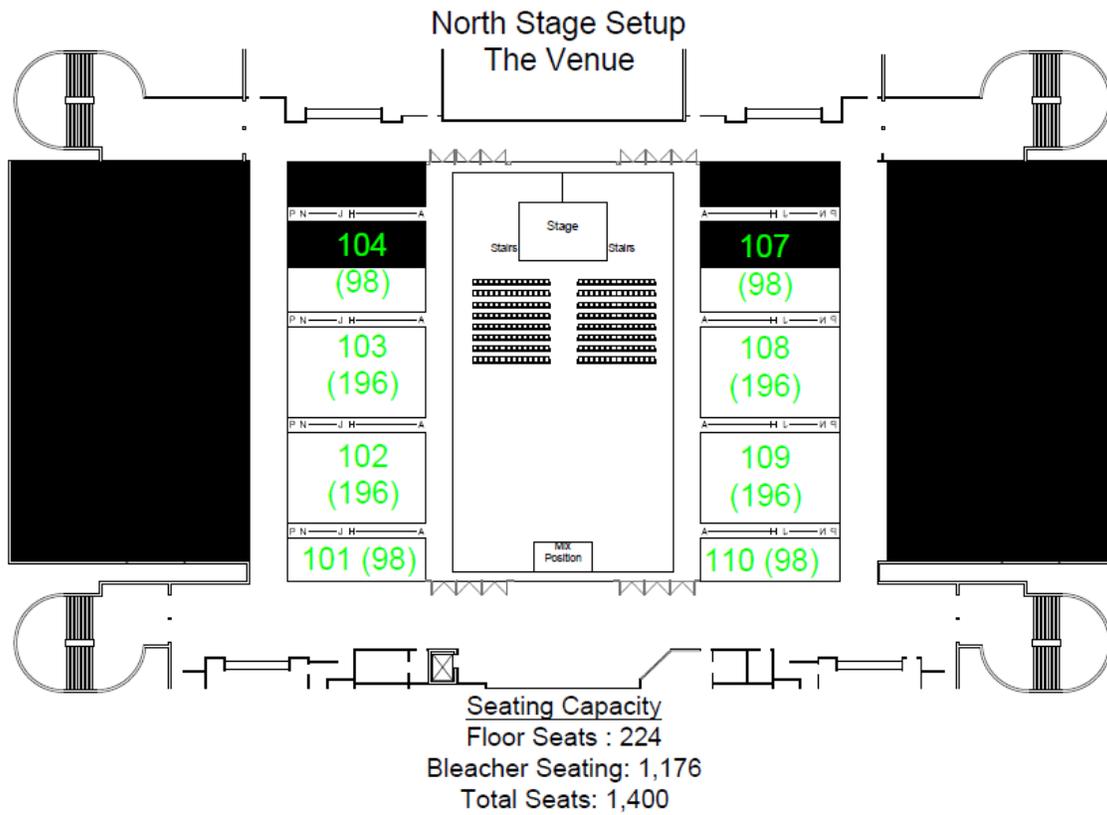
SEATING & FLOOR CAPACITIES

FLOOR DIMENSIONS



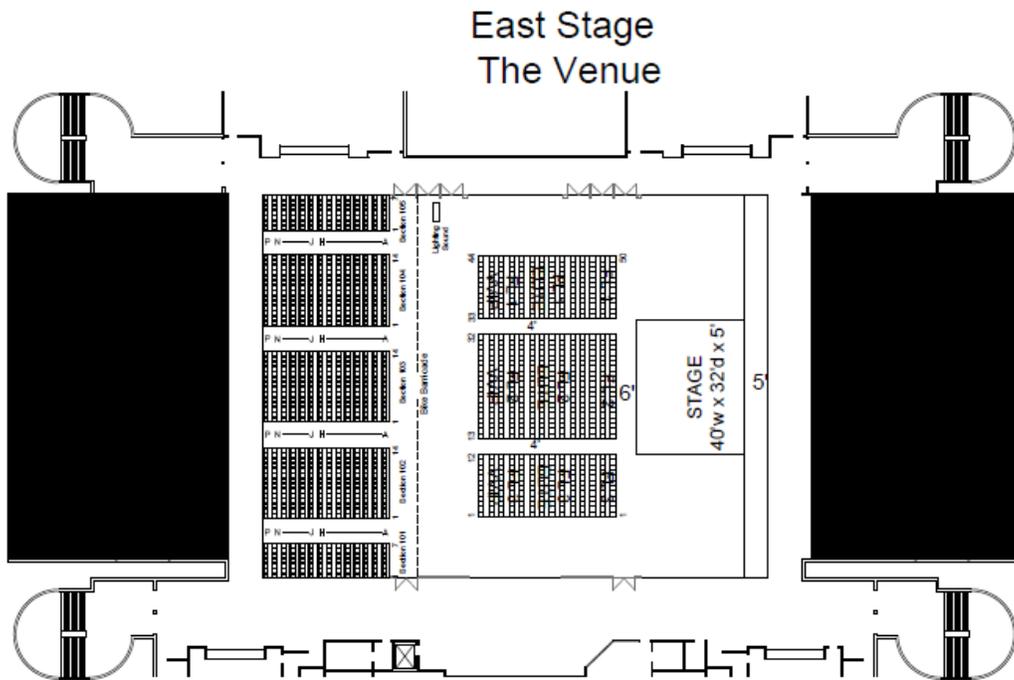
SEATING & FLOOR CAPACITIES

NORTH-STAGE SETUP RESERVED FLOOR



SEATING & FLOOR CAPACITIES

EAST-STAGE SETUP RESERVED FLOOR

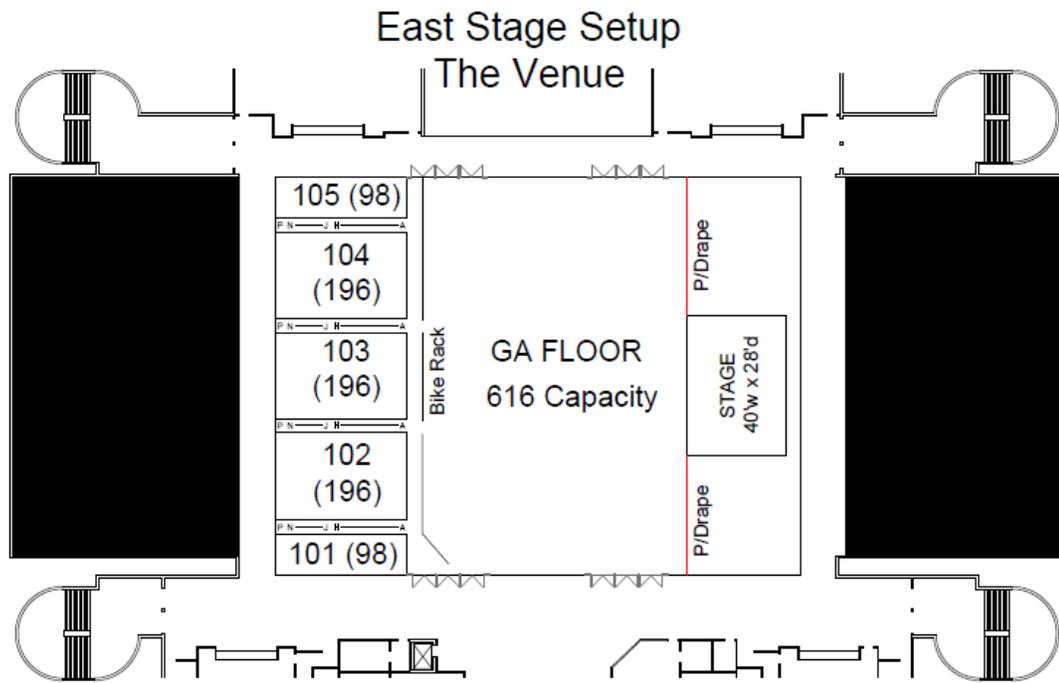


Seating Capacity
Floor seats: 616
Bleacher Seating: 784
Total Seats: 1,400



SEATING & FLOOR CAPACITIES

EAST-STAGE SETUP GA FLOOR



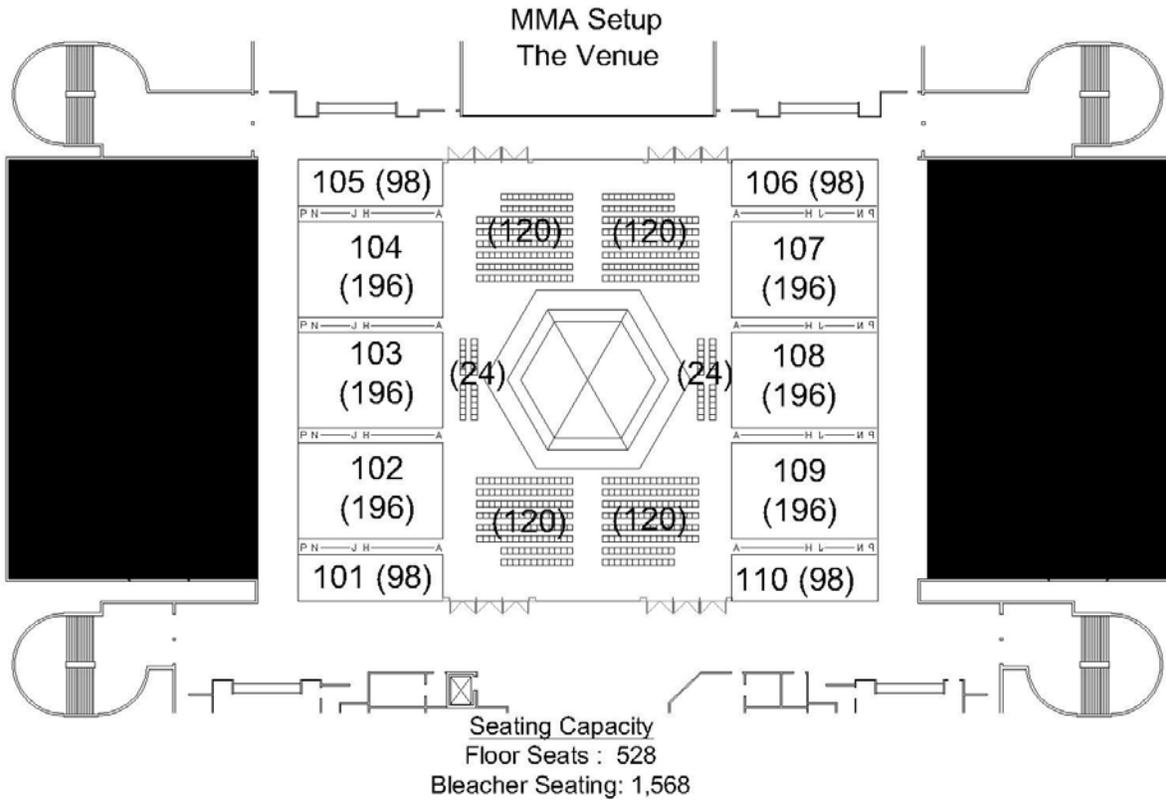
LOWER WEST	FLOOR
105	98
104	196
103	196
102	196
101	98
	784

TOTAL CAPACITY: 1,400



SEATING & FLOOR CAPACITIES

MMA SETUP



***NOTE: MAX CAPACITY IS 1,400**



BACKSTAGE

EVENT LEVEL ROOMS

Room Name	SQ. FEET	Showers	Restrooms
Locker Room 1	55	X	X
Locker Room 2	55	X	X
Locker Room 3	55	X	X
Locker Room 4	55	X	X
Production Office with Air Wall dividing capability	1,104		

*All locker/dressing rooms can be secured with locks and keys provided by the Event Manager.

PRODUCTION OFFICE



LOCKER ROOM



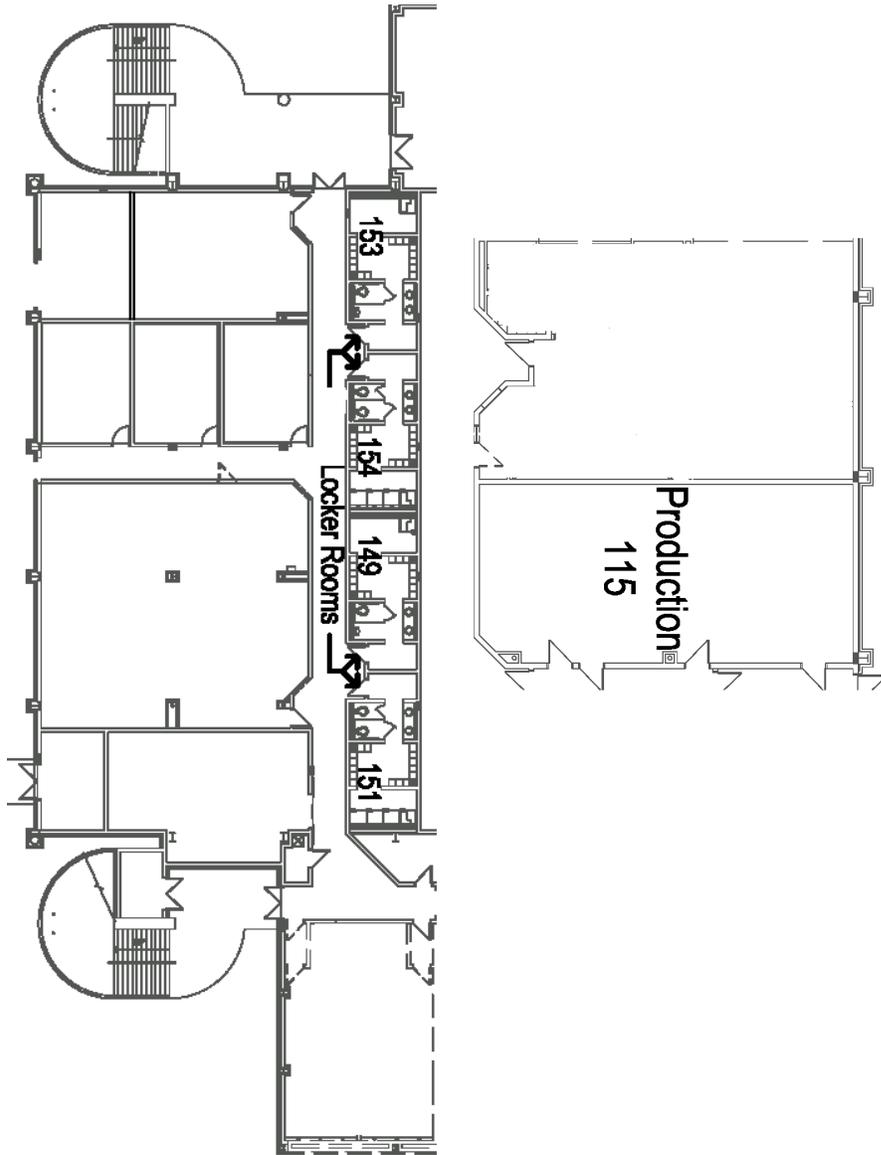
LOCKER ROOM



LOCKER ROOM



BACKSTAGE



BACKSTAGE

LOAD IN INFORMATION

Show load-in is located at the North end of The Venue at UCF, connected to the main floor.

There is one (1) 12'w x 12'h roll-up door and there is adequate parking to unload multiple trucks at the same time.

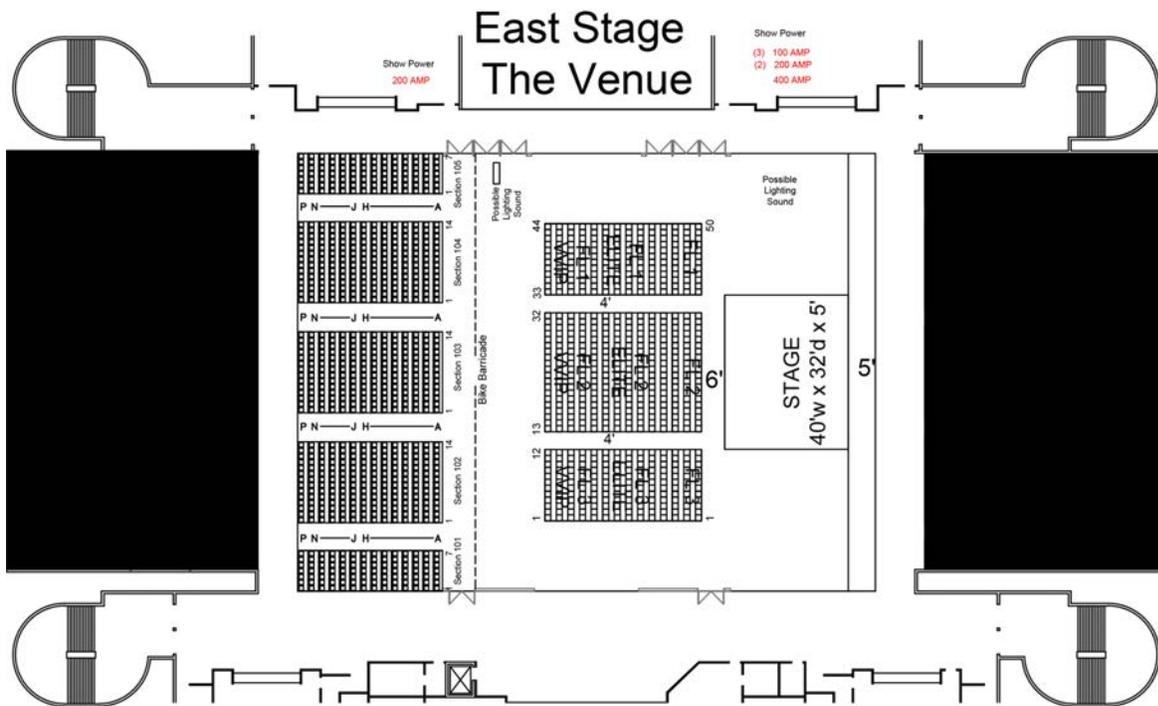


ELECTRICAL SHOW POWER

Show power is located in the NE and NW storage rooms. Show power consists of three (3) 100-amp service, two (2) 200-amp service, and one (1) 400-amp service. All are 3 phase, 120/208 volts. Power is located 150' from upstage center.

Shore power is available for buses and TV production trucks, and must be used from the power available in the above mentioned rooms.

Location	Amp	Phase	Voltz
Northeast Storage Room	(3) 100	3	120/208
	(2) 200	3	120/208
	(1) 400	3	120/208
Northwest Storage Room	(1) 200	3	120/208



Seating Capacity
 Floor seats: 616
 Bleacher Seating: 784
 Total Seats: 1,400

EQUIPMENT

STAGING

- Stage Right Staging Equipment: Height Range from 48"-72"
- Stages built in 8'x4' increments (Deck Size)
- Risers: Height Range from 8"-24"
- Barricade: (Stage Right) 120' mesh barricade CC-500. Sections = 4' wide; 56" deep
- ADA Ramp available
- Mixer Platform: Standard mix size is 24'x24' with a distance of approximately 90' from the DSE to the front of the mix

HOUSE LIGHTING

- The house light controls are located on the main floor.
- Event lights consist of 72 metal halide 1,000-watt lights.
- House lights are all LED instant on / off control
- Spotlights can be rented at event's request

SOUND SYSTEM

- The Venue at UCF provides a house sound system with a full range of high-power sound to all seats in the facility.
- The show sound system is made up of a custom, full range, line array system attached to the truss located on the East side of the venue as well as subwoofers for the floor.
- There is a secondary house sound system, mainly used for PA or athletic events, above the center of the venue hanging from the catwalk.
- A small portable PA is available for specialty mixing on the floor and for small speaking engagements.

PRODUCTION, SOUND, AND LIGHT PACKAGE AVAILABLE

- Audio
 - Front of house system: EAW KF730
 - 16 Top boxes (Line Arrays)
 - 2 LabGrappn 6400 subwoofers
- Lighting
 - 48 Optipars/Source 4 pars - 575 watt lamp
 - 6 Elation intelligent light/wash light (color mixable) - 575 watt lamp
- Truss
 - EuroSpigot Truss - 50x50x1 ft. box truss

EQUIPMENT

PODIUMS

- Two (2) Available

FORKLIFTS

- Total of Two (2)
 - (1) Toyota Forklift Truck - max height reached = 131"
 - Height of unit is 80" - Free lift 5"
 - Capacity = 6,000 lbs @ 28" load center
 - (1) Hyster - max height reached = 179"
 - Height of unit is 85.5" - Free lift 5.5"
 - Capacity = 2,500 lbs @ 28" load center

PALLET JACKS

- Total of Three (3)
- Capacity of each is 6,000 lbs

BIKE RACK

- 8 ft sections - inventory approximately 130

STANCHION BARRIER

- Please contact your Event Manager for available inventory

ARIEL WORK PLATFORM

- Scissor Lift Electric Genie (max height 38' reached)

CONCERT SEATING

- Max capacity is 1,400 which includes bleacher seats

PIPE & DRAPE

- 500 feet worth of black P&D (8' height)

TRUSS CURTAIN SIZES

- House curtains may be available for use. Please contact your event manager with requests.

COMMUNICATIONS

- Arena 2-way radios (Motorola): work building wide on different frequencies
- Clear Com wireless units (8 units available)

PRODUCTION PHONE LINES

- Please contact your Event Manager for setup

EMERGENCY EQUIPMENT

- Fire sprinklers, smoke sensors, and fire extinguishers are located throughout the arena and office areas.
- An emergency generator will provide power in case of a power failure.

BASKETBALL EQUIPMENT

- Type of Floor: Connor Sports
- Hoop Style & Brand: Spalding Baskets & Rims
- Rim is a Spalding SD180 Vision Rim
- Basket is a Spalding SP 10 (we have 3 baskets)
- Scorers Table (Static): We have 10 ft & 8 ft models; both are 32" high
- Digital Ad Panel: Daktronics Brand; 102" (8.5 ft) long & 34" high



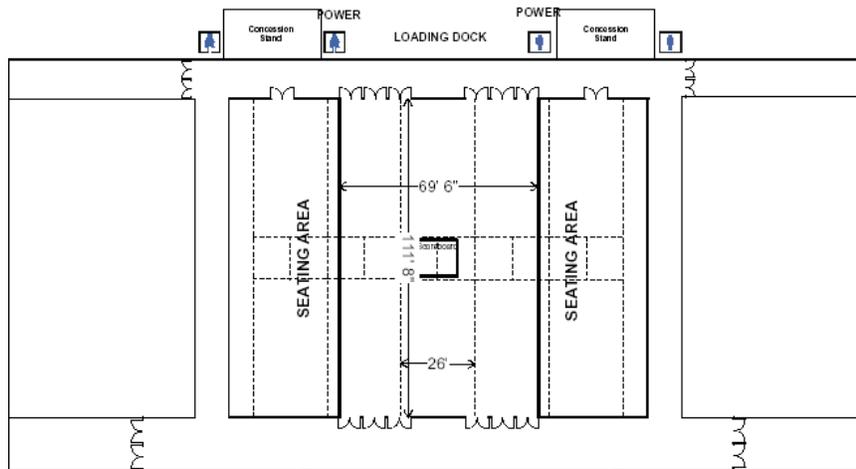
RIGGING AND STAGEHAND SERVICES

RIGGING

Distance from floor to low steel is 48' and from floor to high steel is 60'. Almost all points at The Venue at UCF must be bridled due to the span between the North and South Beams of 26'. There are no East to West beams to rig off of. Each panel point can hold 500 lbs. per panel point and most points will be hung from the high steel to accommodate larger loads. The total rigging grid can hold up to 40,000 lbs. All show rigging plans, including the weight of each point, must be submitted to and approved by management before any rigging is done.

STAGEHANDS

Spectra Venue Management, operator and manager of Addition Financial Arena and The Venue at UCF, is in contract with IATSE (International Alliance of Theatrical Stage Employees). IATSE is a union labor workforce. All labor needs will go through your Event Manager and the facility at all times.



Rigging Info:
 48' to the Low Steel (500lbs per panel point)
 60' to the High Steel (500lbs per panel point)



PERMITTING

SPECIAL PERMITS NEEDED

Special permit applications for the following activities shall be made to the Department of Environmental Health and Safety (EHS) on the campus of the University of Central Florida. All permits need to be submitted thirty (30) days prior to the event.

- Display and operation of any unusual electrical, mechanical or chemical device, which may present a hazard. The device, its application and the operation itself, must be approved by, but not limited to EHS.
- Display or operation of any heater, barbeque, open flame, candles, lamps, torches, etc.
- Use or storage of flammable liquids, compressed gases or dangerous chemicals, as determined by the Fire Marshal.
- Any pyrotechnics, fireworks or special effects display or process.
- Any unusual use of motorized vehicle inside a structure.
- Any special cooking requirements. This includes cooking inside of the arena, locker rooms, or areas where cooking is not normally done. Any mobile kitchens must be up to date with all codes including propane usage and storage on or within their vehicle.
- Tents in excess of 100 sq. feet (10X10) erected inside and/or outside the host facility. A separate permit will be required by EHS.

Permitting forms are available from the Department of Environmental Health and Safety (EHS). Local assistance can also be given from your Event Manager representing the facility.

FIRE LANES AND FIRE PROTECTION EQUIPMENT

- Booth displays, signs, etc., shall not block or obstruct any fire hose, fire extinguishers, fire alarm pull stations or any other fire protection appliance inside of The Venue at UCF. A certified fire watch representative must be on duty during an event.
- No fire department equipment outside of the building shall be obstructed or blocked in any way. This includes sprinkler system valves, standpipes, hydrants, fire escape/ smoke evacuation roll up doors, fire command rooms, or any item, location or device designated for protection use.
- No vehicles shall be parked in the fire lanes outside of the Arena/The Venue at UCF



INSURANCE AND INDEMNIFICATION

INSURANCE

The Venue at UCF requires all clients/licensees, at their own cost and expense, to obtain their own commercial general liability insurance in the name of the Licensee. Such insurance shall be written with a limit of at least One Million Dollars (\$1,000,000.00) combined single limit for bodily injury and property damage liability, personal injury liability and coverage for all acts and/or omissions of any employees, agents, players, performers, contractors or sub-contractors retained by Licensee.

Such insurance shall be endorsed to be primary to and not contributory with any coverage of Licensor, Global Spectrum LP, University of Central Florida Convocation Corporation, University of Central Florida Athletic Association, Inc., UCF, the Board of Trustees of the University of Central Florida, and the State of Florida, which may be applicable to the claim. Licensee shall also cause the required policy of insurance to be endorsed to include Licensor, Global Spectrum LP, UCF Convocation Corporation, University of Central Florida Athletic Association, Inc., UCF, the Board of Trustees of the University of Central Florida, and the State of Florida as additional insureds.

Licensee shall also maintain, at its own cost and expense, Workman's Compensation Insurance in respect of its players, performers and other employees.

Licensee shall also maintain, at its own cost and expense, with insurance companies currently rated A VIII or better by Best's Key Rating Guide, commercial automobile liability insurance, including coverage for the operation of owned, leased, hired and non-owned vehicles, in the minimum amount of One Million Dollars (\$1,000,000.00) per accident, combined single limit for personal injury and property damage.

Certificates evidencing insurance shall be provided to The Venue at UCF no less than ten (10) days prior to the event day. The policies shall also provide, and the certificate shall so note, that the coverages may not be canceled or that a major change in coverage may not be implemented without at least thirty (30) days' prior written notice given to The Venue at UCF.

INDEMNIFICATION

Licensee agrees to indemnify, defend, save and hold harmless Licensor, Global Spectrum LP, University of Central Florida Athletic Association, Inc., University of Central Florida, UCF Convocation Center Corp., and the State of Florida, and UCF Properties Corporation and their trustees, directors, officers and employees from and against any and all claims, suits, losses, injuries, damages, liabilities and expenses.



SECURITY

SECURITY STAFF

All of our event security is staffed by Contemporary Services Corporation (CSC). The Venue at UCF will schedule staff based on event needs. CSC is responsible for entry, back of house, and crowd control during the event.

Note: If you have personal security traveling with the artist/performer, they are not allowed to carry a weapon on campus without prior approval from the University of Central Florida Police Department.

SECURITY CHECKS

Security checks are conducted for all guests entering The Venue at UCF via walk-through metal detectors and bag searches.

POLICE DEPARTMENT STAFFING

The University of Central Florida Police Department will handle all law enforcement needs, including special escorts on and off of campus.

ON-SITE MEDICAL TEAM

The Venue at UCF will hire "Onsite Medical" for all event needs. An ambulance can also be arranged as needed.



EVENT MARKETING

When an event is booked at The Venue at UCF, our full-service marketing department will assist in promoting your event throughout the community. We can support your efforts by offering recommendations with marketing plans, promotions, media buying, digital marketing, public relations, and grassroots efforts to help ensure the correct level of exposure is being attained. We also offer group sales services.

Please contact our Director of Marketing, Jason Refermat at Jason.Refermat@oakviewgroup.com for further information and costs associated with our services.

WEBSITE

www.AdditionFiArena.com

SOCIAL MEDIA

- Facebook:** Facebook.com/AdditionFiArena
- Instagram:** @AdditionFiArena
- Twitter:** @AdditionFiArena

WEBSITE SPECS

Website Asset	Specs (saved at 72 dpi in jpeg file format)
Primary/Homepage Slideshow	675w x 430h
Main Event Image	808w x 504h
Event Thumbnail	589w x 380h
Homepage Overlay*	1000w x 850h

*Additional cost may be associated with this asset



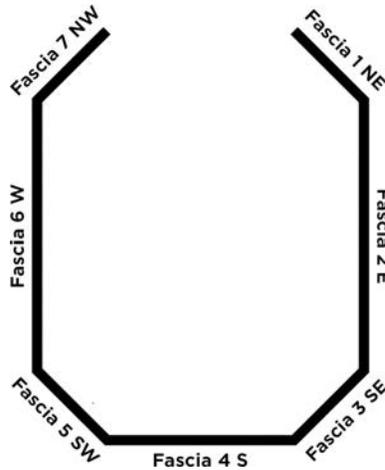
EVENT MARKETING

ADDITION FINANCIAL ARENA DIGITAL BOARD SPECS

(FOR ADVERTISING PURPOSES DURING SELECT ARENA EVENTS)

Video Display	Specs	Compatible File Format
Arena Event Loop/Outside Spires	1920w x 1080h	RGB, .jpeg format
Ribbon Boards*		
F1 NE/ F3 SE	1056w x 40h	Graphic files: RGB, .jpeg format Video files accepted: .mp4, .mov, .avi, 15 second duration. Progressive, square pixel, 29.97 fps.
F2 E	2880w x 40h	
F4 S	2112w x 40h	
F5 SW	1152w x 40h	
F6 W	2944w x 40h	
F7 NW	1120w x 40h	

*Additional costs may be associated with using Ribbon Board assets



EVENT MARKETING

VENUE SIGNAGE COLLATERAL SPECS

(ADDITIONAL COSTS ASSOCIATED WITH ALL)

Signage	Specs (saved as .pdf file format)
Arena Door Cling	24" w x 68" h
Arena Lobby Poster	24" w x 36" h
Arena Box Office Poster	22" w x 28" h

ARENA DOOR CLINGS



ARENA BOX OFFICE POSTERS



ARENA LOBBY POSTER



GOBO (EPS FILE NEEDED)



ON-SITE ACTIVATIONS

SPONSORSHIP

The University of Central Florida owns signage rights inside and outside Addition Financial Arena and The Venue at UCF. Advertising signs or banners tenants wish to display must be pre-approved by The Venue at UCF/Addition Financial Arena.

GENERAL RULES

- Helium balloons are not allowed in the building.
- Stickers and adhesive backed decals are not to be given out in or around the building.
- The cost of removing excessive tape will be the responsibility of the tenant.
- Nails and screws are not to be driven into the arena floor and walls.

GUIDELINES FOR EXHIBITING MOTORIZED VEHICLES

- The maximum amount of fuel contained shall be no more than 1/4 tank or 5 gallons per vehicle.
- Any vehicle with any type of leak will not be permitted to be displayed.
- There shall be no refueling of vehicles inside the building.
- There shall be no repair work done on vehicles while inside the building.
- There shall not be any storage of flammable fuel in the building except for that which is in the vehicle.
- Vehicles may not be started except for move-in and move-out.
- Batteries must be disconnected at all times while in the building except for move-in and move-out.
- Fuel tank doors must be locked or fuel caps taped shut.

Please contact your Event Manager for additional questions/information.

MERCHANDISE/NOVELTIES

The Venue at UCF partners with OuiVend for all merchandise sales.



FOOD AND BEVERAGE/ CATERING

All food and beverage, concessions, and catering are operated and controlled by OVG Hospitality. Together with The Venue at UCF, OVG Hospitality will determine the number of concession stands needed to serve the public for your event. All arrangements for serving food and beverages and sale of concessions should be made directly through OVG.

For questions related to concessions and/or catering, please contact OVG Hospitality General Manager Bruce Smith at Bruce.Smith@oakviewgroup.com.



VENUE RULES AND REGULATIONS

SECURITY CHECKS

Security checks are conducted for all guests entering The Venue at UCF via walk-through metal detectors and bag searches.

BAG POLICY

The Venue at UCF does not allow backpacks of any kind or bags larger than 12" x 6" x 12" inside the facility. Guests who bring backpacks or large bags will be asked to return them to their car before entering the building.

APPROVED BAGS

12" x 6" x 12" (or smaller) TOTE BAG

CLUTCH WITH SHOULDER STRAP

CLUTCH WITH WRIST STRAP

SMALL PURSES PERMITTED
APPROXIMATELY THE SIZE OF A HAND WITH OR WITHOUT A HANDLE OR STRAP. NO LARGER THAN 5.5" X 8.5" WITH OR WITHOUT A HANDLE OR STRAP. CAN BE CARRIED SEPARATELY OR WITHIN AN APPROVED PLASTIC BAG

1 GALLON PLASTIC FREEZER BAG (or smaller)

PROHIBITED ITEMS INCLUDE, BUT ARE NOT LIMITED TO:

BACKPACK SEAT CUSHION BINOCULARS CASE CAMERA CASE

PURSE OVERSIZED TOTE BAG DIAPER BAG MESH BAG FAMILY PACK

AN EXCEPTION WILL BE MADE FOR MEDICALLY NECESSARY ITEMS AFTER PROPER INSPECTION AT THE FRONT DOORS. PLEASE LIMIT THE NUMBER OF ITEMS YOU BRING TO THE ARENA ON EVENT DAYS.



VENUE RULES AND REGULATIONS

PATRON REGULATIONS

The following items cannot be brought into The Venue at UCF by its patrons:

- Pets (Service Animals are permitted)
- Outside food and beverages
- Illegal Substances
- Drugs or Drug Paraphernalia
- Marijuana, Marijuana Products or Associated Paraphernalia
- Laser Pointers
- LED Light Gloves, LED Finger Lights or LED Hand Light Toys
- Hula Hoops
- Balloons
- Large Chains or Spiked Jewelry
- Drones
- Wagons
- Skateboards
- Scooters (motorized and non-motorized)
- Glow Sticks
- Inline skates
- Shoes with built-in wheels
- Bicycles
- Motorcycles
- Tricycles
- Unicycles
- Pogo sticks
- 2-wheeled vehicles, including Segway™ Human Transporters
- Any trailer-like object that is pushed or towed by an ECV, wheelchair or stroller.
- Coolers (Exceptions may be made for special medical or religious needs.)
- Folding chairs, with the exception of cane-chair and seat-walker mobility aids
- Glass containers including vases
- Water pistols, toy guns and replica weapons
- Sporting goods or equipment (e.g., baseball bats, helmets, hockey sticks, golf clubs, bows and arrows, camping equipment, chairs, stools, tables and Frisbees)
- Weapons of any kind (including—without limitation—guns, knives, billy clubs, brass knuckles, nunchucks, stars and other martial arts equipment)
- Self-defense equipment (e.g., pepper spray, mace, stun guns)
- Restraining devices (e.g., handcuffs, zip ties) or any suspicious items (e.g., box cutters, razor blades, duct tape, wire)
- Items that may be disruptive (e.g. laser pointers, slingshots, stink bombs, air horns, fireworks)
- Cremated remains (e.g., urns, vases, boxes)
- Miscellaneous other items (tools, fire extinguishers, musical instruments, megaphones, pots and pans)
- Items with spikes (e.g. purses, bracelets, etc.)
- Selfie sticks (hand-held extension poles for cameras and mobile devices)
- Tripods or free-standing photography equipment of any kind
- E-cigarettes or vaporizers including JUUL's
- Large and/or offensive signs that could obstruct the view of someone else
- Guests are not permitted to pull items behind them. Any item that requires a Guest to pull it behind him or her, including a stroller, is not permitted into the venue.



VENUE RULES AND REGULATIONS

CAMERA POLICY

As a general rule, professional cameras with a detachable/zoom lens and recording devices of any kind (including tablets) are not permitted inside The Venue at UCF. This is subject to change on an event-by-event basis. If photography is permitted during an event, the device's flash **MUST** be turned off or the patron will be asked to leave the building. If by chance, a patron brings a camera or recording device to an event, the patron will be asked to return that item to his or her vehicle.

RE-ENTRY POLICY

As a general rule, once a patron leaves The Venue at UCF during an event, there is no re-entry permitted unless another ticket is purchased.

LOST AND FOUND

Lost and Found is located at Addition Financial Arena's Administration Office. Please call 407.823.3070.

ATM

ATM is located outside the facility across from the Addition Financial Credit Union Campus branch and next to Barnes & Noble located on East Plaza Drive.

ALCOHOL

Alcoholic beverages are served for select events at The Venue at UCF. For UCF collegiate events, alcoholic beverages will not be served in general public areas.

SMOKING

The University of Central Florida is a Smoke Free Campus. Smoking is defined as inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or other inhalant device in which tobacco, tobacco substitute, or other material is smoked. This extends to e-cigarettes and vaporizers. To read more about UCF's smoke free policy, please visit www.ucf.edu/smokefree.



VENUE RULES AND REGULATIONS

RE-SELLING OF TICKETS (HUCKSTERING/SCALPING)

Re-selling of tickets by private parties is allowed on property but must be done away from the Box Office in designated area.

SELLING OF ILLEGAL MERCHANDISE (BOOTLEGGING)

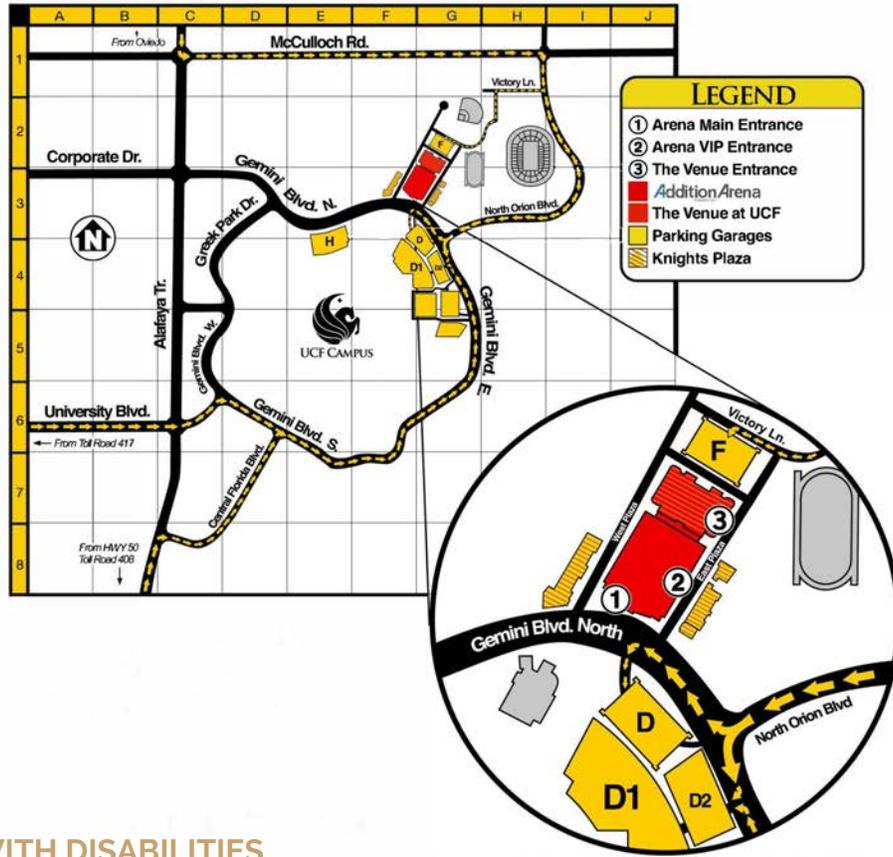
Selling of illegal merchandise (merchandise not sold under the approval of The Venue at UCF/Addition Financial Arena Management) is prohibited on The Venue at UCF/Addition Financial Arena and University property.

Additional Venue at UCF Rules & Regulations can be found on our website, www.AdditionFiArena.com.



PARKING

There are over 4,000 parking spaces within walking distance to The Venue at UCF that can be utilized for event parking as needed. This includes four (4) parking garages and two (2) surface lots. Parking charges vary per event.



FOR PATRONS WITH DISABILITIES

Designated handicapped parking is available in Garage F located just north of The Venue at UCF. An elevator is available inside the venue in the lobby. ADA seating is available at various locations around both the floor and concourse. The Venue is equipped with an in-house listening device system for the hearing impaired.



NOTES

