

national marine manufacturers association



the plan

new york boat show • clean + safe plan

revised 10-1-20

NMMA[®]

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the plan

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about the producer

The National Marine Manufacturers Association (NMMA) is the leading recreational boating industry organization in North America producing fifteen consumer/trade events each year. These events welcome more than one-half of a million boating enthusiasts and buyers each year. NMMA events are important platforms for the 35,000 U.S. marine businesses to connect with consumers and other businesses accounting for nearly fifty percent of the recreational boating industry's annual sales. Additionally, NMMA events generate more than \$50 billion in economic activity across all markets.



about the event



The New York Boat Show is the world's oldest and longest running boat show making the 2021 event the 116th edition. Each year, this event provides a crucial way to market and sell boats and marine products, which ultimately supports 2,400 boating businesses and 38,000 jobs, delivering an estimated \$2.5 billion in annual economic impact for the state of New York. Furthermore, this event is New York State's largest recreational boating retail sales event, accounting for over fifty percent of all annual boat sales for New York.



New York Boat Show Move-In (Columbus Circle Crossing) Circa 1930

our goal

Together, making the New York Boat Show the premiere retail sales event in New York State showcasing the best in recreational boating in a one-of-a-kind, innovative, consumer-friendly, and safe environment.



our commitment

The safety and health of our attendees, exhibitors, sponsors, and staff remains NMMA's top priority when producing world-class events. To that end, the NMMA is implementing the measures detailed in this Clean + Safe Plan (CSP) at the New York Boat Show effective immediately. The NMMA is fully committed to following all federal, state, local, and facility regulations and will continue to closely monitor the situation and modify health and safety measures when needed.



CLEAN



PROTECT



DISINFECT

2021 top priorities overview

The following are priorities for the 2021 event January 27-31, 2021. These priorities will be updated to comply with current facility, local, state, and CDC regulations/guidelines.



Personal Protective Equipment (PPE)

Face coverings will be required for all attendees, exhibitors and show support staff throughout the event. Additional personal protective equipment, such as gloves, face shields and eye screens, will be used by participants and staff as needed.



Contactless Registration and Ticketing

New York Boat Show tickets will only be sold online and will be self-scanned without contact prior to entering the event. The traditional exhibitor badge will be replaced with electronic credentials requiring pre-registration and will be distributed prior to event arrival.



Timed Entry

Ticket purchasers will be required to choose a specific entry date and arrival window allowing them admittance into the event. This policy will allow for real-time occupancy monitoring to comply with the reduced capacity limits.



Pre-Admittance Screening

Attendees, exhibitors, sponsors, service contractors, facility personnel, and staff will be required to answer screening questions and have their temperature evaluated prior to entering the event floor. Additionally, vulnerable populations will be discouraged from attending.



Sanitization & Disinfecting

The Javits Center will establish cleaning and sanitizing practices for all common areas including restrooms and food & beverage areas in line with Global Biorisk Advisory Committee (GBAC) and CDC recommendations. Hand sanitizing stations will be positioned throughout the event and exhibitors will be required to sanitize highly touched areas of their display.



Social Distancing

The event's layout has been reconfigured to limit capacities, aisles have been widened, and specified aisles are designated for one-way traffic. In addition, seminars and features have been eliminated to reduce the risk of people congregating.



Safety Precautions

All participant's safety is of the utmost paramount; therefore, the NMMA has developed mandates, recommendations, and best practices to bolster the clean, health and safety aspect of the event.



Exhibitor & Staff Education

Exhibitors, service providers, and event staff will be educated on the CHS plan and will have the opportunity to make inquiries should they need additional clarity.



Communication & Information Sharing

Before and during the event, NMMA will distribute frequent communications regarding NMMA's CHS plan and how all stakeholders will be expected to comply with these measures. This information will be distributed via email communication and placed on the Show website. Health and safety reminders and signs will also be placed throughout the venues.

registration & ticketing

Registration

Exhibitors will be required to pre-register for their credentials to minimize on-site distribution. Credentials will be available ninety days prior to the first day of move-in. Registration will be in the Crystal Palace Lobby near the 11th Avenue and 36th Street entrance. Registration queue lines will have social distancing floor markings to comply with the CDC recommendation allowing for 6 feet of distance between people. Hand sanitizers will be available, and the counters will be sanitized after each exhibitor completes their check-in. Counters will have COVID guard shields preventing contact between staff and exhibitors. Registration Staff will have their temperature checked daily prior to the start of their shift and are required to wear face coverings and gloves.

Registration Process:

To access the event, exhibitors who pre-registered will go straight to the Exhibitor Entrance in the Crystal Palace Lobby near the 3B crash doors where their credential will be self-scanned by a contactless scanning system.

Exhibitors who were unable to pre-register will be required to go to the registration counter to obtain their e-credential. A staff member will collect the exhibitor's full name and email address creating an electronic credential. After registering, the exhibitor will receive a credential on their mobile device allowing them access to the event through the Exhibitor Entrance located in the Crystal Palace Lobby near the 3B crash doors.

Contactless Ticketing

Event tickets will only be available for purchasing online.

Contactless Ticketing Process:

Attendees will be directed to the event's entrance located in the Crystal Palace Lobby where they will self-scan either their paper or digital e-ticket. Paper e-tickets will not be collected, instead a trash receptacle will be made available for the attendee to discard the redeemed ticket eliminating any physical contact between staff and attendees.

The event's entrance will be a one-way entry and will not allow for exiting as in previous years. There will be social distancing floor marking every six feet starting a minimum of one hundred feet from the entrance and there will be a minimum of two event staff to manage the queue lines to ensure people are practicing social distancing.

Will Call Ticketing

Exhibitors will be required to pre-order guest tickets so they can be emailed in advance to limit on-site ticket issuing. Guest tickets will be made available online starting ninety days prior to the first day of move-in. Will Call will be in the Crystal Palace Lobby near the 11th Avenue and 36th Street entrance next to Registration. Queue lines will have social distancing floor markings to comply with the CDC recommendation allowing for six feet of distance between people. Hand sanitizers will be available, and the counters will be sanitized after each customer is assisted. Counters will have COVID guard shields preventing contact between staff and exhibitors/attendees. Will Call staff will have their temperature checked daily prior to the start of their shift and are required to wear face coverings and gloves.

Will Call Process:

Attendees that have their guest ticket prior to arriving at the Javits Center will be directed to the event's attendee entrance located in the Crystal Palace near the 3B hangar doors where they will self-scan either their paper or digital ticket.

Attendees who were unable to receive their guest ticket(s) prior to arriving at the event will be required to retrieve their ticket at Will Call. They will have an option to receive their admission ticket via a mobile device or a paper ticket that will be printed on demand. The paper ticket option will allow the attendee access to the ticket via a touchless retrieval process. Once the ticket is issued the attendee will be directed to the event's attendee entrance located in the Crystal Palace near the 3B hangar doors where they will self-scan their admission ticket (see Touchless Ticketing section for detail entry process). Paper tickets will not be collected, instead a trash receptacle will be made available for the attendee to discard the redeemed ticket in order to eliminate any physical contact between staff and attendees.

timed entry admittance

Timed Entry Admittance will be utilized to assist with social distancing parameters set forth by the Javits Center, local or state officials, and/or the CDC so we are responsible and compliant regarding occupancy. Attendees will be required to purchase tickets for a specific date and arrival window only available online. When a given date and timeframe meets the capacity, tickets for that date and arrival window will not be available for purchase at which time the ticket purchaser would have to pick a different arrival window and/or date to attend.

Timed Entry Designation Arrival Windows:

Based on a two-hour average attendee visit duration

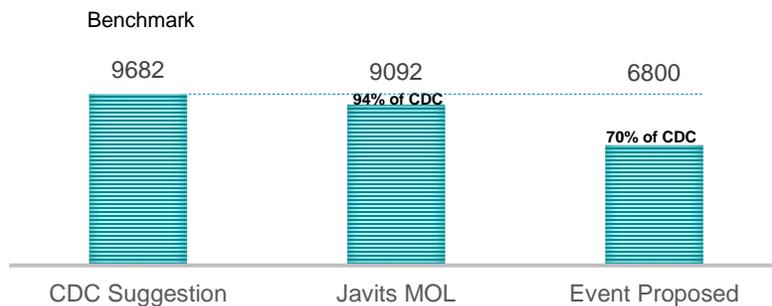
Wed-Fri: Noon-2pm
 2pm-4pm
 4pm-6pm
 6pm-9pm

Saturday: 10am-Noon
 Noon-2pm
 2pm-4pm
 4pm-6pm
 6pm-9pm

Sunday: 10am-Noon
 Noon-2pm
 2pm-4pm
 4pm-6pm

occupancy monitoring

In addition to Timed Admission Entry we will incorporate Real Time Occupancy Monitoring affording us the ability to know the exact level of occupancy at a given time, allowing for compliance with occupancy levels set forth by the Javits Center, local or state officials, and/or the CDC. We are proposing a maximum occupancy limit (MOL) of 9,092 people on the event floor at any given time. This figure is determined by applying the Javits Center’s MOL for the occupied event space. The current CDC recommendations suggests 28.3 square feet of space per person. Taking into consideration the event occupies 261,000 square feet, the proposed MOL of 9,092 allows for 30.14 square feet of space per person which exceeds the CDC recommendation by 7%. Utilizing a formula of 1,400 exhibitors per day, 200 service contractors/Javits event staff, and 50 event management staff for a total of 1,650 event support staff (non-attendees) for the event, which would allow for a maximum of 7,442 attendees at any given time. We are confident we can stay well within the maximum limit as our highest total occupancy on the busiest day and time (Saturday 11am-1pm) is 4,686 which is 63% of the maximum occupancy limit.



Occupancy Monitoring Process:

Scanners will be placed at each entrance & exit (Crystal Palace Attendee Entrance, Exhibitor Entrance, 3B Escalator & 3A Escalator- North Concourse for re-entry), which will count each person as they enter and exit the event floor. Once the occupancy capacity meets 6,800 (75% of the MOL) event admittance will cease and only resume once the capacity level is compliant at which time admittance will be on a one-out-one-in basis. As a fail-safe this formula assumes that the event support staff will always be at full occupancy (1,650 people) regardless if the actual event support staff occupancy is lower.

pre-admittance screening

Exhibitors & Support Staff Screening

All exhibitors, sponsors and event staff will be required to take the Pre-Admittance Screening Questionnaire ([appendix a](#)). The questionnaire will be distributed in advance and is required to be completed the day of their visit and submitted to show staff prior to their admittance into the show. If any person responds in the affirmative to any of the questions, they would not be allowed admittance into the event and will be advised to leave the premises and consult their medical provider.

At the exhibitor entrance signage will be posted with the following:

Important Notice

To protect the safety of all participants and visitors

If you can answer "yes" to any of these questions
you will not be allowed admittance into the show

1. Have you been diagnosed with confirmed or suspected COVID-19 infection in the last 14 days?
2. Do you have symptoms of cough, fever, high temperature, sore throat, runny nose, breathlessness, loss of taste or smell or flu like symptoms now or in the past 14 days?
3. Within the past 14 days, have you had a known exposure to any individual suspected or confirmed to have COVID-19?
4. Within the past 14 days have you traveled to or from any state on the travel restriction list?

In addition to the screening questionnaire, exhibitors, sponsors, and staff will be required to have their temperature checked using contactless thermometers and/or an Artificial Intelligence (AI) based system for screening and detecting individuals with an elevated temperature in a crowd prior to entering the event. The AI solution enables the user to identify individuals with an elevated skin temperature efficiently and effectively. An elevated skin temperature is an indicating symptom of an infectious disease. The system is non-contact based which prevents the chances of cross infection. Anyone that has a temperature exceeding the Centers for Disease Control and Prevention's guidance on minimum temperature indicating a fever (100.4°F) will be denied entry and suggested to receive medical evaluation. Additionally, vulnerable populations will be discouraged from attending.

AI based systems usage

The AI system concentrates only on the person's facial area, in particular the forehead, ignoring other temperatures in the field of view (FOV), to detect an indicative body temperature. If the person has a skin temperature over the default limit of 98.0°F, a visual alert will be displayed, and a screenshot will be taken of the alert and stored on the device. The rectangle around the face will also turn red. The technology provides an indicative temperature of possible fever by measuring the forehead skin temperature by using thermal imaging. This identifies a possible elevated temperature in an individual and process for secondary screening. This technology optimally functions in stable air temperatures such as an enclosed environment.

Attendees/Visitors Screening

The NMMA has developed a health questionnaire that will be prominently placed on the event's website ["Know Before You Go"](#) section. The NMMA request that anyone answering yes to any of the questions refrain from coming to the event and encourage them to stay at home. In addition to the website posting, the pre-admittance screening questionnaire and safety messaging will be emailed to each ticket purchaser 24 hours prior to their designated admission time. Again, if they answer yes to any of the questions, we request they refrain from coming to the event encouraging them to stay at home.

In addition to the pre-event health screening questionnaire, NMMA will prominently place signage at each entrance with the following language:

Important Notice

To protect the safety of all participants and visitors

If you can answer "yes" to any of these questions

you will not be allowed admittance into the show

1. Have you been diagnosed with confirmed or suspected COVID-19 infection in the last 14 days?
2. Do you have symptoms of cough, fever, high temperature, sore throat, runny nose, breathlessness, loss of taste or smell or flu like symptoms now or in the past 14 days?
3. Within the past 14 days, have you had a known exposure to any individual suspected or confirmed to have COVID-19?
4. Within the past 14 days have you traveled to or from any state on the travel restriction list?

In addition to the pre-admittance screening questionnaire attendees will be required to have their temperature checked using contactless thermometers or an Artificial Intelligence (AI) based system as noted in the exhibitor and support staff section of this plan. Additionally, vulnerable populations will be discouraged from attending.

sanitization & disinfecting

Sanitizing stations will be provided by the Javits Center at all entry and exit points and at every one hundred linear feet of aisle space as well as all restrooms. ([appendix b](#))

The Javits Center will establish cleaning and sanitizing practices in line with GBAC and CDC recommendations. All high-touch points, such as door handles, rails and elevator buttons, will be cleaned at least once every hour, and cleaning schedules will be used to record the date, time and operative's name as each cleaning cycle is completed.

Display Sanitization Protocols

Exhibitors will be required to sanitize highly touched areas, such as products and displays, on a scheduled and regular basis. Exhibitors are suggested to provide staff with the proper amount of hand sanitization stations.

Concessions: Food & Beverage

All areas will be designed with six feet between visitors and service staff, and where service staff may be required to be in close proximity with visitors, such as food service counters or check out areas, appropriate physical barriers (such as sneeze and point of sale guards) should be employed. All staff will don full Personal Protection Equipment (PPE) as part of their standard uniform requirements. Seating will be placed at six-foot intervals and access to the seating areas must not include gathering points for those seeking service.

Seating areas will be cleaned immediately after each use and all service ware will be converted to pre-packaged and disposable for frictionless disposal. Technology (cash-free point of sale, contactless payment, mobile ordering and pick-up and pre-packaged grab and go with self-checkout) and robotics (minimizes human interaction in back-of house food production kitchens and concessions areas) will be integrated into operations throughout the service areas in order to minimize touch points and allow for further distancing.

Sanitizing wipe dispensers will be placed throughout the food service, seating and any high-touch areas for the visitor's use and convenience. Where possible, pre-packed food and beverage will be offered. Increased sanitization frequency of vending machines will be instituted.

Restrooms

Access to restrooms will be limited and occupancy will be determined in accordance with physical distancing guidelines with occupancy access managed by the NMMA to ensure compliance of the guidelines. Where urinals are installed, every second unit and every second wash basin will be screened off to maintain physical distancing. The Javits Center will establish a high frequency cleaning and sterilization schedule for restrooms.

social distancing measures

The event's layout has been reconfigured allowing for public areas to limit capacity and promote social distancing. All aisles within the event have been widened with specified aisle being designated for one-way traffic. In addition, the elimination of seminars and limiting the number of highlights to one with an increased footprint should either eliminate or significantly reduce the risk of congestion allowing for proper social distancing practices.

Redesigned Floor Plans

The large display space of the event will feature fifty-five percent wider aisles, while the smaller in-line booth area will feature twenty percent larger one-way aisles to reduce crowds and maximize social distancing. Displays will need to allow for social distancing and use dividers where appropriate with eight-foot-high partitions between in-line booth exhibitors. Seminars and seating areas have been eliminated to limit areas where social distancing can be challenging. Entrances have been separated from exits and increased in frequency to limit potential social distancing concerns.

Show Office & Information Center Placement

The Show Office/Information Center will be in the Crystal Palace Lobby near the 11th Avenue and 36th Street entrance next to Registration. Queue lines will have social distancing floor markings to comply with the CDC recommendation allowing for six feet of distance between people. Hand sanitizers will be available at the counter and the counter will be sanitized after each customer is assisted. The Show Office will have COVID Guard shields to prevent contact between staff and exhibitors/attendees. The Show Office staff will have their temperature checked daily prior to the start of their shift and are required to wear face coverings and gloves.

Exhibit Display Capacity Limits

Each exhibiting company's display will have a predetermined maximum occupancy capacity ([appendix c](#)) based on the current CDC recommendations of 28.3 square feet per person taking into consideration their total square feet occupied. Each exhibiting company will be made aware of their capacity limit prior to the event along with recommendation on how to monitor and manage the capacity limit along with recommendations to assist with social distancing protocols. Each exhibitor will receive signage identifying the capacity limit and protocols for attendees to follow while visiting their display. This signage should be prominently placed at the entrance of the display.

Aisle Directional Flow Plan

A redesigned traffic flow plan ([appendix d](#)) has been developed deeming any aisle fifteen feet wide to accommodate two-way-traffic and any aisle under fifteen feet as one-way traffic. Aisle and floor graphics designating traffic routes will be placed throughout the show. Event staff will be assigned to the in-line booth area of the event floor to manage directional traffic and social distancing.

Entrance & Exit Redesign

Pre-Admittance Screening will happen prior to entering the event's entrance line. Entrance lines will have social distancing floor markers every six feet as well as signs reminding people to keep six feet of distance from each other. Stanchions will be used to add a six-foot buffer between lines assisting in admittance line management. The number of Entrances has increased by 100% and have been segregated from the exits allowing for social distancing protocols.

Exhibitor Entrances Redesign

Pre-Admittance Screening will happen prior to entering the exhibitor's entrance line. The Exhibitor Entrance line will have social distancing floor markers every six feet as well as signs reminding people to keep six feet of distance from each other. This entrance will be one way and not allow for exiting. Exhibitors wishing to exit the show floor will need to exit the show through the designated exits.

Printed Materials Distribution

Printed materials and promotional handouts prone to physical contact by multiple people will be discouraged, and exhibitors are encouraged to limit printed material distribution. Distribution of printed material transactions should be administered on a one-on-one basis to minimize handling between multiple people. Exhibitors are encouraged to shift from printed material distribution platform to a digital material distribution platform which will decrease physical interaction and assist with adhering to social distancing guidelines. Printed material distribution is strictly prohibited in common areas, and if found in violation materials will be disposed of.

Show Guide Distribution

To minimize the risk of spreading germs and viruses the NMMA have opted to replace the tradition paper version of the official show guide with a digital version with consumer access being as simple as scanning a QR code.

safety precautions & best practices

The NMMA has developed mandates, recommendations, and best practices to bolster the clean, health and safety aspect of the event.

Personal Protective Equipment

Face coverings will be mandatory for attendees, exhibitors, service contractors, facility personnel, and event staff. Face coverings will be made available at the show office for those that do not have their own. NMMA will have a supply of face coverings for attendees, exhibitors, service contractors should they require one, however there may be a cost associated with this service. Disposable gloves will be provided for NMMA and temporary staff at no cost to them. NMMA will have an inventory of disposable gloves available for service contractors, exhibitors, attendees, however there may be a cost associated with this service.

Exhibitor, Sponsor & Staff Best Practices

Personal Responsibility

- If you do not feel well stay home.
- Face coverings should be worn prior to entering the facility and remain on until you have exited the facility.
- Face coverings should be worn so that one's nose and mouth are fully covered and not exposed.
- Thoroughly wash hands with soap and water for a minimum of twenty seconds. Use hand sanitizer when washing of hands is not an option.
- Refrain from touching your face even if you are wearing gloves.
- Limit material distribution.
- Refrain from handshakes and hugs.
- Maintain six feet of distance when communicating with others.

Social Distancing - Displays

Exhibitors are responsible for complying with all federal, state, local, and/or facility protocols regarding social distancing measure which include but not limited to the following:

- Adhere to display occupancy limits (28.3 square feet per visitor) NMMA will determine your display occupancy limit in coordination with federal, state, local and facility officials no later than thirty days prior to the event. ([appendix c](#))
- Manage display to ensure that visitors are practicing social distancing (minimum of six feet distance between guests).
- Displays greater than nine hundred square feet should have a segregated entrance and exit allowing for one-way traffic.
- Boarding of boats must be limited to one family/group at a time.

- **In-Line Booth Occupancy Limits**
 Spaces under one hundred fifty square feet are not permitted to have visitors enter their display.
 Spaces under one hundred fifty square feet are allowed up to three employees at any given time in the display.
 Spaces one hundred fifty square feet are allowed up to five people including employees in the display.
 For in-line booths greater than one hundred fifty square feet the above applies and the occupancy limit increases one person per twenty-five square feet of display space.

Sanitization & Disinfecting- Displays

The exhibitor is responsible for properly sanitizing and disinfecting their display. Suggested areas for sanitation/disinfecting should include but not limited to the following:

- Railings
- Handles
- Knobs
- Counters
- Chairs
- Steering Wheels & Levers
- Buttons & Switches
- Touchscreens & Display
- Only use EPA approved sanitizing products
- Read the product label for use instruction to ensure effectiveness

Attendee Best Practices

Personal Responsibility

- If you do not feel well stay home.
- Face coverings should be worn prior to entering the facility and remain on until you have exited the facility.
- Face coverings should be worn so that one’s nose and mouth are fully covered and not exposed.
- Thoroughly wash hands with soap and water for a minimum of twenty seconds. Use hand sanitizer when washing of hands is not an option.
- Refrain from touching your face even if you are wearing gloves.
- Refrain from handshakes and hugs.
- Maintain six feet of distance when communicating with others.
- Only board boats with people who are in your immediate family/group.

We suggest visitors refrain from touching high-touch areas whenever possible. Suggested high-touch areas would include but not limited to the following:

- Railings
- Handles
- Knobs
- Counters
- Chairs
- Steering Wheels & Levers
- Buttons & Switches
- Touchscreens & Display

Parental/Guardian's Responsibility

Children over the age of two are required to wear a face covering.

Parents/guardians should ensure the child is always properly wearing their face protection covering their nose and mouth. Parents/guardians always need to be mindful of their children. If children are coughing or sneezing, it is strongly encouraged to not come to the event.

The NMMA has established guidelines for parents/guardians that encourage social distancing and promote safe and clean practices for children in areas of the event such as features, concession areas, and exhibitor's displays.

Parental/Guardian: Concessions, Seating and Common Area Visitation Guidelines

Parents/guardians are encouraged to:

- Wash or sanitize children's hands prior to entering the concession area.
- Make sure children are washing hands with soap and water when using restrooms.
- Monitor children when giving them hand sanitizer to prevent accidental swallowing of alcohol.
- Be aware of all social distancing signage and instructions.
- Not allow children to run around, horseplay, and touch things.
- Have children remain in lines next to the parent keeping a six-foot distance from others.

Parental/Guardian: Display Visitation Guidelines

Parents/guardians are encouraged to:

- Clean and disinfect children's hands when entering each display at the show.
- Follow the company's guidelines when entering their display. If guidelines are not clear, ask display attendant for instructions.
- Always keep children close to parent/guardian.
- Not allow children to board any boats without parent's/guardian's supervision.

move-in/out regulations & protocols

The NMMA has developed health and safety protocols for exhibitors, sponsors and show staff specific to the event's move-in/out duration.

Safety Protocols

Pre-Admittance Screening

All exhibitors, sponsors and event staff will be required take the Pre-Admittance Screening Questionnaire ([appendix a](#)). The questionnaire will be distributed in advance and is required to be completed the day of their move-in and submitted to show staff prior to their admittance into the show. If any person responds in the affirmative to any of the questions, they would not be allowed admittance into the event and will be advised to leave the premises and consult their medical provider.

Pre-admittance screening questionnaire and safety messaging will be emailed to each exhibiting company 48 hours prior to their designated move-in time. If they answer yes to any of the questions, they would strongly be discouraged from coming to the event. Additionally, vulnerable populations will be discouraged from attending.

At the check-in office, 3B Hangar Doors and 39th Street entrance signage will be posted with the following:

Important Notice

To protect the safety of all participants and visitors

If you can answer "yes" to any of these questions

you will not be allowed admittance into the show

1. Have you been diagnosed with confirmed or suspected COVID-19 infection in the last 14 days?
2. Do you have symptoms of cough, fever, high temperature, sore throat, runny nose, breathlessness, loss of taste or smell or flu like symptoms now or in the past 14 days?
3. Within the past 14 days, have you had a known exposure to any individual suspected or confirmed to have COVID-19?

In addition to the screening questionnaire, exhibitors, sponsors, and staff will be required to have their temperature checked using contactless thermometers.

Anyone that has a temperature exceeding the Centers for Disease Control and Prevention's guidance on minimum temperature indicating a fever (100.4°F) will be denied entry and suggested to receive medical evaluation.

To minimize potentially unsafe interactions between event/construction staff from exhibitors/transportation staff everyone is required to wear a face covering prior to entering the Javits Center's property and remain on until you have exited the facility regardless if you are staying in your vehicle. Face coverings should be worn so that one's nose and mouth are fully covered and not exposed. The Javits Center property is defined as the area from 34th through 39th Streets and 11th and 12th Avenues, including the sidewalks.

When unloading a boat, truck, or POV it is recommended that you are cognizant of social distancing guidelines of remaining six feet from others. We understand this may not be feasible for some unloading processes which is why properly wearing of a face covering is mandatory and we also suggest wearing disposable gloves, refraining from touching your face, shaking hands, and maintain proper hygiene such as frequently washing hands for a minimum of twenty seconds with soap and water and utilizing hand sanitizer when washing your hands is not an option.

Vehicles are restricted from accessing the event floor. If you have a vehicle hauling a boat (move-in) or hauling an empty boat trailer (move-out) you will be allowed access on the event floor, however once the boat is unloaded/loaded the vehicle must exit the building. If you are in a vehicle delivering/picking up staging or boat stands you will not be allowed vehicle access on the event floor. Instead you will need to have the vehicle unloaded/loaded at the docks where labor will be there to assist you in getting your items to your space. There is no charge for this service.

Boat Shipments Protocols

All drivers hauling boats must obtain a move-in card from the check-in office located at 35th Street & 12th Avenue a minimum of thirty minutes prior to your scheduled move-in time. Make sure to leave your cell phone number with the boat check-in supervisor so you can be contacted when we are ready for you. You will not be allowed to enter the Javits Center through the 39th street entrance without the move-in card. This card must be displayed in clear view, printed side up on your dash above the steering wheel. Please be aware that there is limited space around the Javits Center for staging and is reserved for oversized loads that cannot fit in the truck marshaling facility. It is recommended if you are staging around the building that you have the company name, drivers name, drivers cell phone number on a piece of paper visible on the dash to identify your carrier.

Freight Shipments-Common Carriers/POV Protocols

All haulers/exhibitors must obtain a move-in card from the check-in office located at 35th Street & 12th Avenue a minimum of thirty minutes prior to your scheduled move-in time. Make sure to leave your cell phone number with the freight check-in supervisor so you can be contacted when we are ready for you. You will not be allowed to enter the Javits Center through the 39th street entrance without the move-in card. This card must be displayed in clear view, printed side up on your dash above the steering wheel. Please note vehicles are restricted from accessing the event floor.

Be sure to inform your carriers, staff and contractors of these regulations/protocols.

exhibitor & staff education

Exhibitor & Staff Education

In addition to wearing personal protective equipment, all exhibitors, service providers, and staff will go through health and safety training on all new protocols.

Pre-Show Education & Training

The NMMA will produce a webinar or video educating exhibitors, service contractors and event staff on best practices and protocols for a safe and clean event. This education session will be released and available to all exhibitors and sponsors in our pre-show communication efforts and will be sent to all service providers. The education session will also be available on the official show's website under the exhibitor section - "know before you go".

Exhibitors, sponsors, and service providers will receive a copy of the New York Boat Show CHS Plan prior to the event and it will be available on the official show's website under the exhibitor section - "[Know Before You Go](#)".

Display Regulations

Over forty-one years of event production the NMMA has developed a robust list of display regulations which has been amended to include regulations to address the current environment where clean, health, and safety has significantly advanced.

([appendix e](#))

Accredited Education

Select NMMA event staff members have completed the GBAC Fundamentals Course: Cleaning & Disinfection Principles. These staff members will act as the points of contact for the NMMA and will be consulted when there are recommended changes to protocols. They will determine what changes are necessary to ensure they align with the most up-to-date protocols, and that safety measures are being practiced.



communication & information sharing

Regular Communication & Information Sharing

Before and during the event, the NMMA will distribute frequent communications regarding the event's health and safety procedures and how all stakeholders will be expected to comply with every measure. This information will be distributed via email communication and placed on the event's official website under the exhibitor & sponsor section - "[Know Before You Go](#)". FAQ sections have been developed to answer the most common questions we receive. Various health and safety reminders will be placed throughout the event, including but not limited to signs, directional arrows, distancing markers as well as event staff reminding & managing people of proper safety & health protocols.

Exhibitor Communication Schedule

Communications will be distributed to the main and the event contacts bi-monthly starting October 1st and weekly starting December 1 through Jan 22 which is the day before move-in begins. The communication will highlight our 2021 priorities, address protocols, guidelines, and recommend best practices and direct the exhibitors, sponsors, and support staff to the full version of the CHS plan.

Exhibitor FAQ

([appendix f](#))

Attendee Communication Schedule

We will begin our communications with the public regarding the event's consumer version of the CHS plan starting November 30th in coordination with the Cyber Monday promotion. The communication will highlight our 2021 priorities and direct the consumer to the consumer version of the CHS plan.

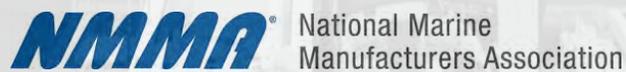
Attendee FAQ

([appendix g](#))

conclusion

The NMMA is confident this comprehensive CHS Plan will allow us to produce a safe and successful event. Although this event is critical to the overall success of the recreational marine industry in New York State the safety of our patrons, participants, and staff is paramount. Our integrity does not allow us to compromise the safety and/or health of others for the sake of producing an event. The NMMA will closely monitor the health situation and adjust this plan accordingly to comply with federal, state, local, and facility protocols while updating patrons, participants, and staff of any changes. We will not hesitate to cancel the 2021 event should we feel the event cannot be produce safely and/or if we feel the event cannot be a success for our stakeholders.

Working together to produce a safe and successful event



appendix a

pre-admittance screening questionnaire

PRE-ADMITTANCE SCREENING QUESTIONS- NY BOAT SHOW 2021

1. Within the past 72 hours, have you had any of the following symptoms?

- | Yes | No | |
|--------------------------|--------------------------|---|
| | <input type="checkbox"/> | Fever or chills |
| <input type="checkbox"/> | <input type="checkbox"/> | Cough |
| <input type="checkbox"/> | <input type="checkbox"/> | Shortness of breath or difficulty breathing |
| <input type="checkbox"/> | <input type="checkbox"/> | Fatigue |
| <input type="checkbox"/> | <input type="checkbox"/> | Muscle or body aches |
| <input type="checkbox"/> | <input type="checkbox"/> | Headaches |
| <input type="checkbox"/> | <input type="checkbox"/> | New loss of taste or smell |
| <input type="checkbox"/> | <input type="checkbox"/> | Sore throat |
| <input type="checkbox"/> | <input type="checkbox"/> | Congestion or runny nose |
| <input type="checkbox"/> | <input type="checkbox"/> | Nausea or vomiting |

2. Within the past 14 days, have you had a known exposure to any individual suspected or confirmed to have COVID-19? Yes No

3. If I begin to show symptoms of COVID-19 within the next two weeks I will contact the management of the New York Boat Show (NMMA). Yes No

4. I will follow all recommendations, protocols, procedures, practice social distancing, and participate in clean and safe social practices during my visit. Yes No

Please fill out below in its entirety, sign and date

Name: _____

Email: _____

Home Phone: _____ Mobile Phone: _____

Signature: _____ Date: _____

-----New York Boat Show (NMMA) to fill out below-----

Employee's temperature is below the CDC guideline of 100.4° Yes No

appendix b

sanitization station positioning

appendix c

display occupancy capacity designations

Exhibitor Display Capacity Limits

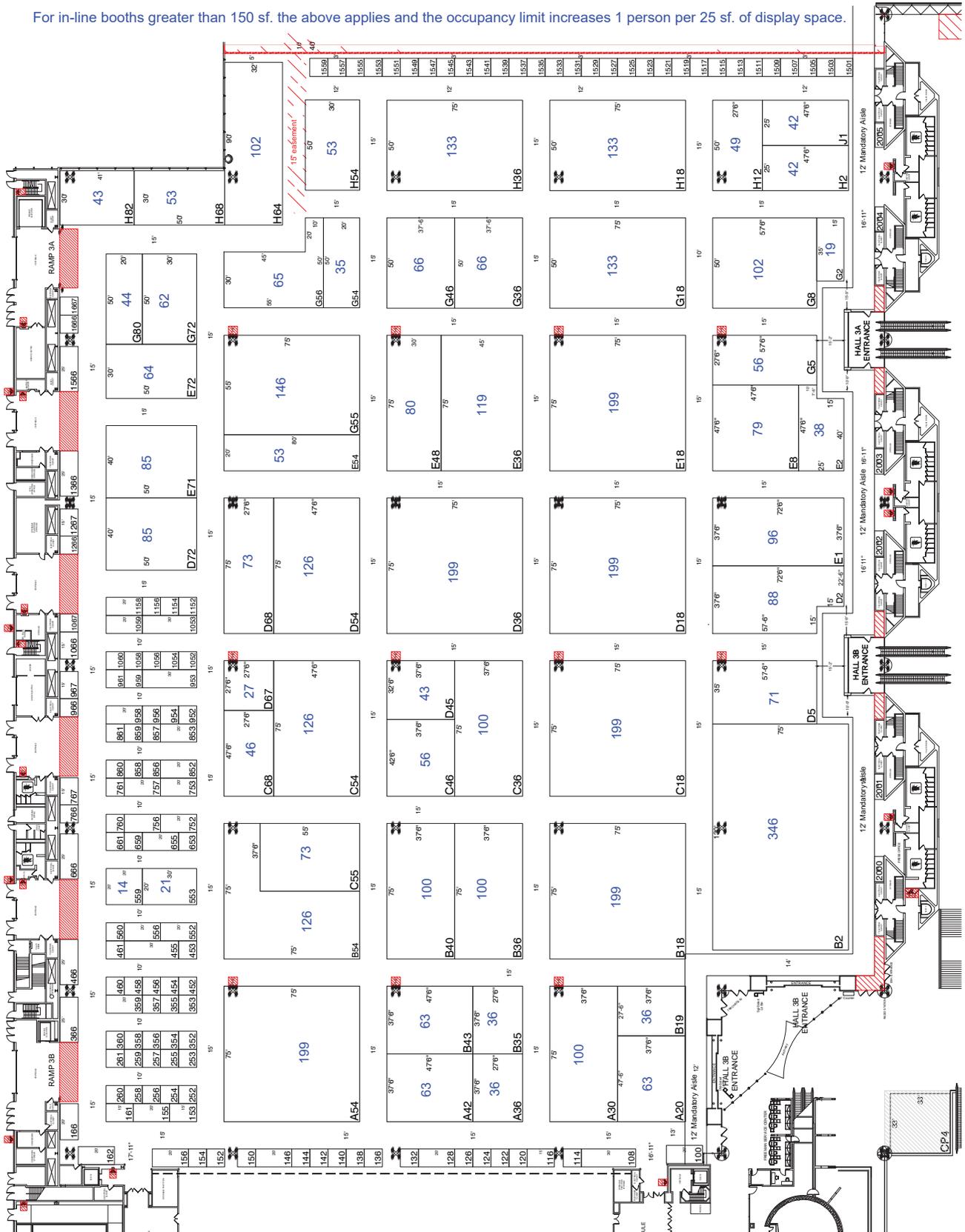
In-Line Booth Occupancy Limits

Spaces under 150 sf. are not permitted to have visitors enter their display

Spaces under 150 sf. are allowed up to 3 employees at any given time in the display.

Spaces 150 sf. are allowed to have up to 5 people including employees in the display.

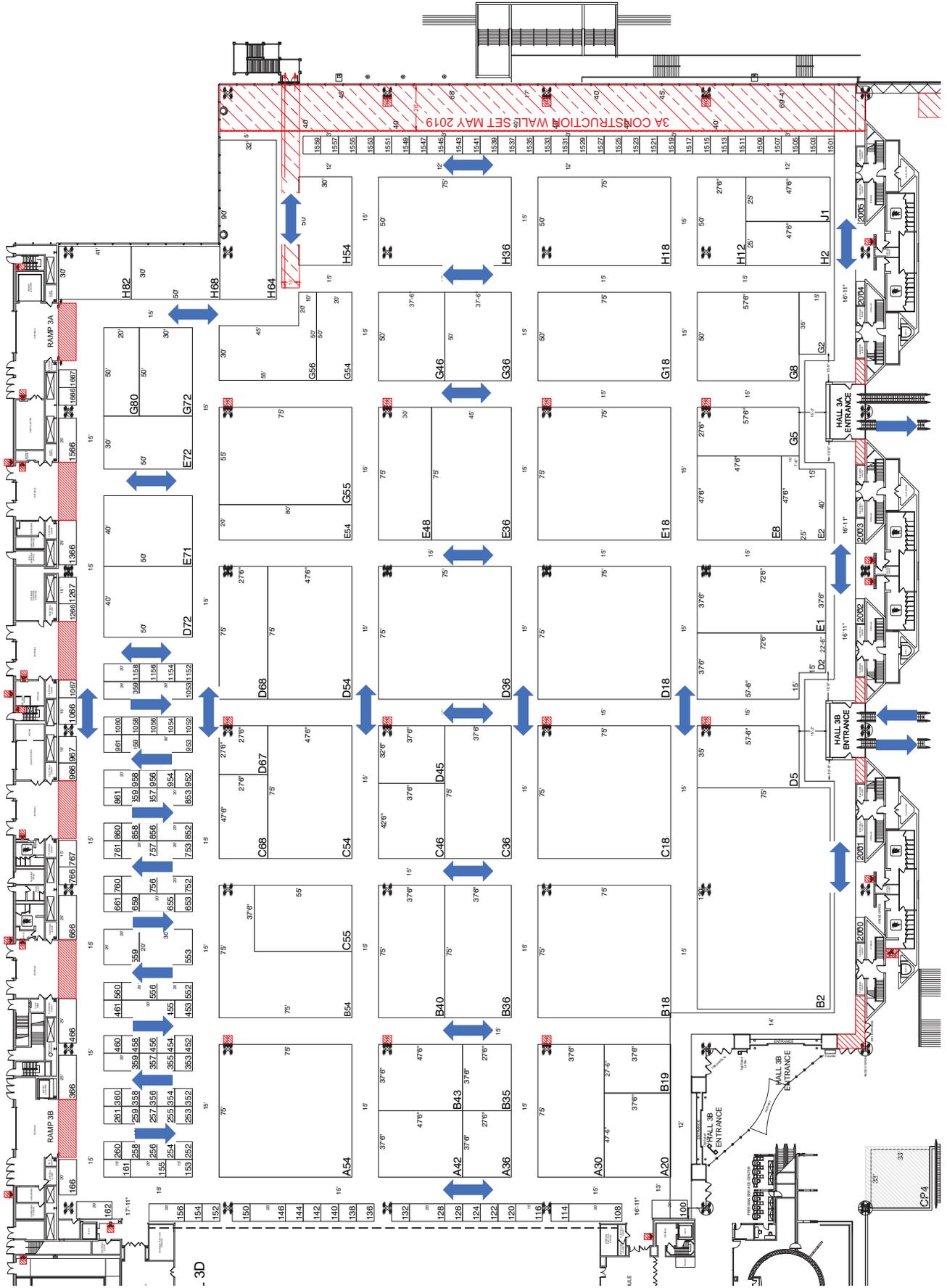
For in-line booths greater than 150 sf. the above applies and the occupancy limit increases 1 person per 25 sf. of display space.



appendix d

aisle directional flow plan

Aisle Direction Flow Plan



appendix e

display guidelines



DISPLAY GUIDELINES

EFFECTIVE September 1, 2020

The following display guidelines are provided to guide you in preparing for the show. NMMA will retain the right, at its sole discretion, to allocate exhibit space based on the best interest of each show. The seniority point system shall guide NMMA decisions, but is not the sole factor in determining exhibit space allocation. NMMA will interpret the procedures and guidelines in this booklet to produce the best possible show for all exhibitors.

Display Guidelines

These guidelines and regulations are intended to provide a basis for the building and construction of exhibits at all NMMA Boat Shows. We encourage exhibitors to submit proposals for exciting and dynamic display ideas that may seem “outside the box” directly to NMMA for approval. Each facility that houses our shows has specific rules that we, as tenants of the building(s), must adhere to. Please refer to the back of your show contract and your exhibitor kit for show specific guidelines. Each show manager is aware of the rules for the specific shows they manage and can therefore determine if your display suggestion meets these rules.

All bulk/open area exhibitors or anyone planning a newly constructed, elaborate display must submit a to-scale drawing of their exhibit to NMMA for approval. Please advise us if your exhibit has not been altered since last year; you may not need to reapply for approval.

Drawings need not be professionally done, but should show a “birds-eye view” and an elevation of your exhibit area. Be sure to indicate the heights and widths of both product and display materials as well as other appropriate dimensions or placements of equipment.

This drawing should be submitted no later than 60 days prior to show opening.

Any variance to accommodate creativity or uniqueness of an exhibit must first be approved by NMMA. Product placement, although subject to NMMA review and approval, is not bound by the following configuration guidelines. Should you have any questions about these limitations or positioning of product, please do not hesitate to contact NMMA.

A. Installation:

1. Specific instructions regarding loading in/out (i.e., dates, times, and directions, etc.) will be sent to each exhibitor, and must be strictly observed. Exhibitors will be billed for extra rigging services required because of delays caused by unprepared exhibits, including carpet installation, lack of appropriate cradling equipment, etc.; lateness; or any special/unusual handling of boats or equipment. Late exhibitors arriving after their scheduled installation time can be relocated to any location specified by NMMA or, if no alternative is available may forfeit their show participation rights.
2. Exhibitors are required to comply with all labor practices and union agreements in effect at the show site.
3. Any equipment, signs or display units provided by the show will not become the property of the exhibitor.
4. No signs, walls, product, or any part of a display shall be set up so as to block off or otherwise interfere with the view of any other display. Exhibits are limited to the space provided in the contract. Product, personnel and/or display material may not extend into the aisles or adjoining space (including trailer tongues, wheels, stairs, stern drives, display/literature racks, etc.).
5. At some shows, all indoor exhibits must be carpeted. Check your contract or call NMMA for clarification.
6. Products may be suspended from the ceiling in some shows; however, permission of the show facility and NMMA must be received in writing prior to show move-in.
7. Boats may be stacked, nested, stood erect or on end only with prior NMMA approval.
8. Cradles must arrive pre-assembled. Any boats, which, in the opinion of NMMA, have unacceptable cradling/boarding equipment, will not be handled. Boats may be exhibited on trailers, cradles, jacks, dollies, wood blocks or cradles with wheels; on Styrofoam blocks with advance NMMA approval; but cinder blocks or any other modular blocking will not be allowed.
9. Boats less than 26 feet must have dollies or cradles with wheels to be handled by NMMA.
10. No damage of any nature may be done to booth structures or to any part of the exhibit hall or show grounds. Exhibitors will be held responsible for damages. No signs may be placed on columns or walls except within exhibitor's space (building regulations permitting). No nails or screws may be driven into the floor. Exhibitors are responsible for filling holes from tent stakes or from other structures not provided by NMMA, for removing tape from floors, and for removing carpet, including whatever's used to secure it.
11. No exhibitor may bring into the show any explosives, flares, gasoline, kerosene, acetone, LPG or other flammable or combustibles. No fuel may be stored in containers, boats, RV's, or authorized vehicles. All gas tanks must have locking gas caps or be taped closed. Batteries must be disconnected from ignition systems.

B. Construction:

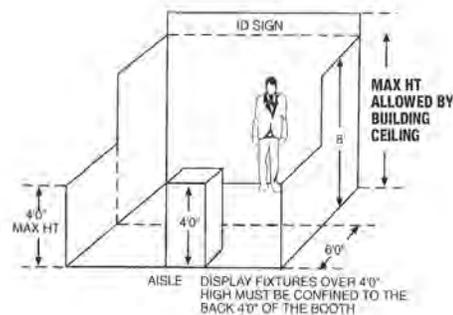
1. All structures must conform to local fire, safety and building codes, and are subject to inspection. Ramps, platforms, and stairs must have adequate handrails. All exhibit structures or components in excess of 12'0" must have drawings available for inspection by NMMA, facility management, the installation and dismantling contractor and/or governmental authority before and during the time display is being erected, exhibited or dismantled at the show site. These drawings should include a signature or stamp of a reviewing structural engineer indicating that the structure design is properly engineered for its proposed use, and a signature is built in compliance with the details and specifications set forth on the drawings.
2. All decorations or building materials must be flameproof, and an affidavit or certificate evidencing such flame proofing must be available for potential inspection by Fire Department representatives. Open flames of any sort are prohibited.
3. All electrical wiring and equipment must meet appropriate municipal/governmental electrical codes.
4. Exhibitors are required to finish and decorate any unfinished partitions, walls or backs of signs, which are visible to the public. Two-sided identification signs along the back wall of an exhibit that detract from the adjoining exhibit must be removed or covered up. Exposed exhibit back walls will be draped or finished at exhibitor's expense.

C. Standard Booth Exhibits:

One or more standard units (10' x 10', 10' x 9', etc.) in a straight line.

Height: Exhibit fixtures and components will be permitted to a maximum height of 8'0", plus 2'0" for back wall identification signs—overall acceptable height is ten feet (building construction permitting). Sidewalls may extend 4'0" or 1/3 the depth (whichever is greater) from the back line at a height of 8'0", but then must drop to a 4'0" height.

Depth: All display fixtures over 4'0" in height and placed within 10 lineal feet of an adjoining exhibit, must be confined to that area of the exhibitor's



space that is within 10'0" of the back line (towers included).

D. Perimeter Wall Exhibits:

Standard booth or bulk exhibits located on the outer perimeter wall of the exhibit floor.

Height: Exhibit back walls may rise continuously to a maximum height permitted by building ceiling(s), (with NMMA approval) but nothing may be attached directly to walls.

Depth: All display fixtures over 4'0" in height and placed within 10 lineal feet of an adjoining exhibit, must be confined to that area of the exhibitor's space that is within 4'0" of the black line (towers included).

E. Peninsula:

An exhibit space open on three sides that has a neighboring exhibitor or wall on the fourth side.

Height: Exhibit fixtures, components and identification signs will be permitted along the following guidelines (hall construction and space size permitting):

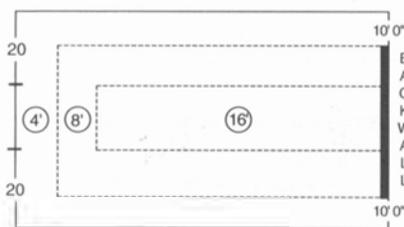
No wall/walled structure may be positioned along space edge. Any walls must be set at least 10'0" from any aisle(s).

Display fixtures placed within 10 lineal feet of an adjoining aisle must not exceed 4'0" in height. Display fixtures placed within 20 lineal feet of an adjoining aisle must not exceed 8'0" in height. Display fixtures placed more than 20 lineal feet from an adjoining aisle must not exceed 16'0" in height.

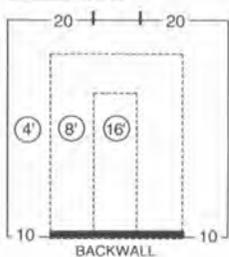
In PENINSULAS, back wall structures (hard wall or drapery) will be permitted with NMMA approval; but, must afford 10'0" of unobstructed view on either side of the exhibit/wall. Any variance requires the mutual (written) agreement of the exhibitors sharing the common line, and is subject to annual review of both parties and NMMA. It is also each exhibitor's responsibility to drape or finish exposed/unfinished portions of back wall(s).

NOTE: This rule may be waived by NMMA in certain cases where the back wall is on the perimeter of the display area (advance approval required).

PENINSULA



PENINSULA

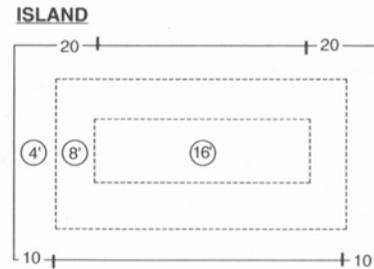


F. Island Exhibits:

An island exhibit is a space that is open on all four sides.

Height: Exhibit fixtures, components and identification signs will be permitted along the following guidelines (hall construction and space size permitting):

Display fixtures placed within 10 lineal feet of an adjoining aisle must not exceed 4'0" in height. Display fixtures placed within 20 lineal feet of an adjoining aisle must not exceed 8'0" in height. Display fixtures placed more than 20 lineal feet from an adjoining aisle must not exceed 16'0" in height.



In MULTI-STORY EXHIBITS, regardless of whether people will occupy the upper area or not, the exhibitor must have drawings available for submission to NMMA, the installation and dismantling contractor, and governmental authority during the time the exhibit is being erected, exhibited and dismantled at the show site that include a signature or stamp of a reviewing structural engineering indicating that the structure design is properly engineered for its proposed use. Also required is a signature of an authorized official of the exhibit building company indicating that the structure is built in compliance with the details and specifications set forth on the drawing. Signs must also be posted indicating the maximum number of people the structure will accommodate.

NOTE: Peninsula booths are normally "faced" towards the cross aisle. Any "backside" portion of the exhibitor's booth that is visible must be finished at the exhibitor's expense and must not carry identification signs or other copy that would detract from the adjoining exhibit.

Exhibitors are cautioned when installing a display with a ceiling or second level to check with the local fire department to insure that their display meets with the necessary fire safety precautions involving smoke alarms, fire extinguishers, sprinkler systems, etc.

G. Linear Bulk Exhibits:

One or more oversized units (20' x 20', 25' x 30', etc.) in a straight line.

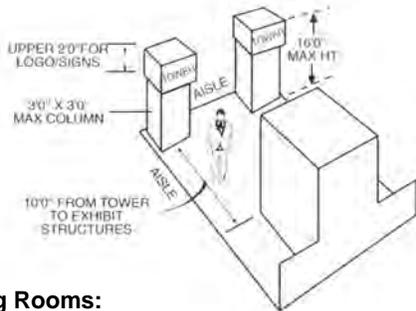
Height: Exhibit fixtures, components and identification signs will be permitted along the following guidelines (hall construction and space size permitting): No wall/walled structure may be positioned along space edge. Any walls must be set at least 10'0" from any aisle(s).

Display fixtures placed within 10 lineal feet of an adjoining aisle must not exceed 4'0" in height. Display fixtures placed more than 10 lineal feet from an adjoining aisle must not exceed 8'0" in height (with the exception of towers). Double-sided signs are not permitted if they are abutting a neighboring exhibit, either the back wall or sidewall. If they are free standing or hung in the middle of the exhibit, they are acceptable.

H. Towers:

A free-standing exhibits component that is used only in bulk spaces for identification and display purposes.

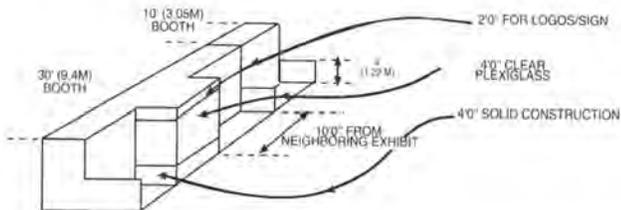
Towers are permitted at an overall size of 3'0" x 3'0" (column), and to a maximum height of 16 feet. They may be positioned along space edge(s); however, any additional exhibit structures or components must be set at least 10'0" from tower(s). Exhibitors must have drawings available for submission to NMMA, the installation and dismantling contractor and governmental authority during the time the tower is being erected, exhibited and dismantled at the show site. Drawings must include a signature or stamp of a reviewing structural engineer indicating that the structure design is properly engineered, and a signature of an authorized official of the exhibit building company indicating that the structure is built in compliance with the details and specifications set forth on the drawing.



I. Closing Rooms:

Three or four sided exhibit component used to obtain privacy for conferences or business transactions.

STANDARD BOOTH space closing rooms must be at least 10'0" from an adjoining exhibit. Closing room walls will be permitted up to a height of 8'0" with an additional 2'0" for signs/logos. Logos or other graphics may not be placed on walls, so as not to obstruct sight lines. Walls may be solid construction for a height of 4'0" only, the remaining 4'0" must be of a clear Plexiglas (a 10% tint is allowed). Dark or smoked Plexiglas walls are prohibited. BULK space closing rooms (i.e. peninsulas and islands) must conform to the display regulations for these exhibits.



J. Hanging Signs:

An exhibit component suspended above an exhibit (standard booths excepted) for the purpose of displaying graphics or identification.

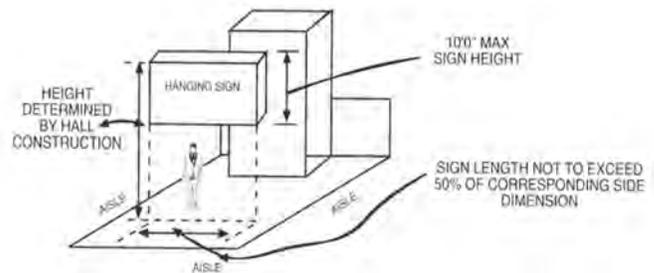
Hanging signs, banners and graphics are only allowed (building design permitting) over bulk space exhibits (i.e., islands, peninsulas or some perimeter wall exhibits). Hanging signs are prohibited in standard (linear) booth Spaces. Signs may not contain or allude to discounts or prices. Signs in a manufacturer's display will not be permitted to refer to another manufacturer except (with NMMA's approval) for component identification purposes.

Inflatable signs or forced air or helium balloons for identification purposes must be approved in advance by NMMA due to variances in facility requirements. Balloons in outdoor, bulk area exhibits must be securely fastened to the ground or a boat, and positioned so as not to present hazard. Helium balloons are not to be handed out to show visitors.

Size: The physical hanging sign measurement cannot exceed 10'0" in height. The total sign length cannot exceed 50% of the corresponding side dimension of the space. For example, a sign a hung along a 100'0" sideline may not exceed 50'0" in length and 10'0" in height. Horizontal banners must comply with the above limitations. The overall acceptable dimensions for vertical banners are 4'0" x 20'0" (hall construction permitting). This variance is due to the fact that a vertical banner spans a smaller area, and should not hinder viewing other exhibits and signs.

Height: Signs must be hung at a height determined by hall construction. This height limit will be noted in the exhibitor kit.

Placement: Signs are to be positioned so as not to hang over/into neighboring exhibits or aisles.

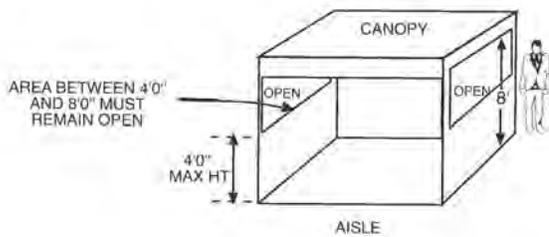


K. Canopies, Umbrellas, Ceilings & Headers:

An exhibit component supported over an exhibitor's space.
Canopies are not allowed in the Louisville Boat, RV & Sportshow.

Height: False ceilings, canopies, headers and umbrellas are permitted to a height that corresponds to the height regulations for the exhibit component of which they are a part; however, that area between 4'0" and 8'0" high must remain open and free of obstruction.

Depth: Canopies may extend out to the aisle line and up to the booth line on either side of an exhibitor's space providing that the support structure will not exceed 3'0" in width when placed within 10 lineal feet of an adjoining exhibit and not confined to that area of the exhibitor's space, which is at least 5'0" from the aisle line.



L. Static Displays:

No new-boat displays are permitted in booth areas. Boat manufacturers and dealers may only exhibit in bulk display space, and are prohibited from buying booth space for "static" displays. The following exceptions are allowable:

1. Concepts not yet in production.
2. Brokerage display boards.
3. Boat Builders who are defined as custom builders as determined by NMMA.
4. Sold out shows.

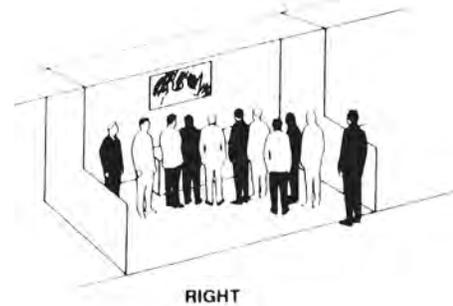
M. Vehicles on Display:

The NMMA Shows Committee policy specifically prohibits any literature, signs, sales staff and financial consideration from the vehicle supplier, manufacturers or their dealers. Any proposal for the display of an automobile, truck, or other vehicle must be presented to NMMA for approval for consideration at least 8 weeks in advance of the show. Some facilities have exclusive sponsorship agreements that may prohibit the display of automotive vehicles.

N. Demonstrations:

Any part of the exhibitor's presentation involving the interaction of exhibit personnel and their audience through demonstrations, corporate presentations, or sampling.

Demonstration areas must be organized within the exhibitor's space so as not to interfere with any aisle traffic. Sampling or demonstration tables must be placed a minimum of 2'0" from the aisle line. Should spectators or samplers interfere with the normal traffic flow in the aisle or overflow into neighboring exhibits, NMMA will have no alternative but to request that the presentation or sampling be stopped or the exhibit rearranged to contain the spectators or samplers within the exhibit space.



O. On-Site Marketing:

Marketing (advertising, branding, promoting) must be confined to an exhibitor's contracted space. Marketing in common areas including but not limited to interior/exterior walls, doors, stairs, elevators, escalators, aisles, ceilings, restrooms, information booths, literature bins, and concession areas is prohibited unless pre-approval, in writing, is granted by the NMMA. The NMMA reserves the right to revoke this approval at any time.

P. Additional Display Information:

1. If copyrighted music is to be played in display, Exhibitor must obtain all necessary licenses.
2. Any bow thruster features on a boat must be disengaged while on display.
3. Signs used within an exhibit space should be produced in a professional manner.
4. Dimensions of all exhibit area are believed to be accurately stated on the floor plans. If there is a discrepancy or error, NMMA will attempt to correct the situation once it is brought to our attention.
5. Facility lighting may not illuminate all areas evenly and effectively. NMMA assumes no responsibility for providing additional lighting. If available, Exhibitor may order additional lighting at its expense (see Exhibitor Kit).
6. NMMA assumes no responsibility for temperature levels at any time.

Sound: Noise levels from demonstrations or sound systems must be kept to a minimum so as not to interfere with other exhibitors on a continual basis. NMMA will make final decision on volume levels and frequency.

Safety: All product demonstrations involving any moving and potentially hazardous machines, display or parts, must be approved in advance by NMMA at least 45 days in advance of the show opening.

Q. Character of Exhibits:

1. NMMA encourages the use of creative, innovative exhibits; however, NMMA does reserve the right to decline or prohibit any activity, exhibit or component which, in its opinion, is either not suitable or not contractually permitted in the show. This reservation concerns persons, objects, decorations, conduct, printed matter, advertising, souvenirs, catalogues and all other items that affect the character of the show.
2. Exhibits must be set up and staffed during all open hours of the show. Exhibit removal prior to the final day's close of the show is strictly forbidden. Exhibitors that do not comply with these regulations will not be offered renewal of their space in the following year's show.
3. Exhibitors have the right to distribute their catalogues and other approved printed matter (i.e. only information related to items displayed), but only within their space(s), not in the aisles or lobby.
4. Exhibitors are not permitted to use or distribute any sale device(s) which contributes to an annoying atmosphere, some of which may include public address systems, raised dais, stage-type lighting,

flashing lights, beacons, loud machinery, helium balloons, ribbons, inflated signs, alarms, horns, bells (whether part of boat equipment or separate components), etc. If you are considering one of these elements in your exhibit, please contact NMMA for approval.

5. Video or audio equipment is permitted, but must be operated so as not to create a disturbance.
6. Drawings, guessing games and prize contests of any kind sponsored by individual exhibitors are subject to the prior approval of NMMA, and must also adhere to local lottery laws.
7. No alcoholic beverages or food may be served on the show floor without the consent of NMMA and the facility concessionaire.
8. On docks, exhibitors who occupy both sides or a pier's end may dress that area with carpet, banners, or tents, etc. A banner across the pier will not be allowed if there are other exhibits beyond it. Exhibitor may carpet a dock section, or put up a tent if he controls both sides, or if his neighbor across the dock agrees.
9. NMMA will arrange for the sweeping of aisles, but exhibitors must, at their own expense, keep their space clean: boats dusted, carpet vacuumed; and exhibits in good order.
10. Exhibits are required to maintain the nautical or outdoor theme of the show and should be set up in a professional manner so as not to relay a "flea market" atmosphere. Exhibit spaces should be inviting to attendees, free of clutter and garbage. Boxes may not be visibly stored within the display and should be stored under skirted tables or behind partitions.
11. All products offered for display must be deemed acceptable by NMMA. If items for display include both marine product and items that can apply to non-marine use, the boating or outdoor product must be the prominently featured item in the display.

R. AMERICANS WITH DISABILITIES ACT:

Exhibitors are responsible for complying with all applicable public accommodations requirements of the Americans with Disabilities Act ("ADA") within their exhibit space including, without limitation: (i) the "readily achievable" removal of physical barriers within Exhibitor's exhibit and exhibit space (to the extent within Exhibitor's control) (e.g., set-up of displays and exhibits in an accessible manner); (ii) the provision of auxiliary aids and services where necessary to ensure effective communication with disabled participants (e.g., Braille or enlarged print handouts, interpreter or simultaneous videotext display); and (iii) any modifications to Exhibitor's exhibit or materials required to enable disabled individuals to participate equally in the Exhibitor's exhibit.

****Partial content borrowed courtesy of the International Association of Exhibition and Events. ****

R. SOCIAL DISTANCING:

Exhibitors are responsible for complying with all federal, state, local, and/or facility protocols regarding social distancing measure which include but not limited to the following

- Adhere to display occupancy limits (28.3 sf. per visitor) NMMA will determine your display occupancy limit in coordination with federal, state, local and facility officials no later than 30 days prior to the event.
- Manage display to ensure that visitors are practicing social distancing (minimum of 6' distance between guests).
- Displays greater than 900 sf. that allow attendees in their display should have a segregated entrance and exit allowing for one-way traffic.
- Boarding of boats must be limited to one family/group at a time.
- Exhibitors who have less than 150 sf. will not be permitted to have visitors enter their display. (if applicable)
- A 10' x 10' display may have a maximum of 3 people working a display at any given time up to 5 staff for a 10' x 15' display. (if applicable)

S. PERSONAL PROTECTIVE EQUIPMENT (PPE):

If deemed necessary by federal, state, local, facility officials, and/or the NMMA, face coverings will be mandatory.

- Face coverings should be worn prior to entering the facility or the show's footprint, and not be removed until you have exited the facility or show's footprint.
- Face coverings should be worn correctly, with nose and mouth fully covered and not exposed.

T. SANITIZATION & DISINFECTING:

The exhibitor is responsible for properly sanitizing and disinfecting their display. Suggested areas for sanitation/disinfecting should include but not limited to the following:

- Railings
- Handles
- Knobs
- Counters
- Chairs
- Steering Wheels
- Levers
- Buttons
- Switches
- Touch Screens & Displays

- Only use EPA approved sanitizing products
- Read the product label for use instruction to ensure effectiveness

Chicago
231 S. LaSalle, Suite 2050
Chicago, IL 60604
312.946.6200 Fax: 312.946.0401

Louisville • Nashville
143A Arnold Drive
Shepherdsville, KY 40165
502.957.1666 Fax: 866.590.8907

Miami • Atlanta • Tampa
NMMA – Southern Regional Office
15100 NW 67th Ave, Suite 205
Miami Lakes, FL 33014
954.441.3220 Fax: 866.542.8673

Minneapolis • Northwest
331 2nd Avenue South, Suite 701
Minneapolis, MN 55401
612.332.8330 Fax: 612.827.1424

Atlantic City • New York
Norwalk • New England
330 West 38th Street, Suite 206
New York, NY 10018
646.370.3660

appendix f

exhibitor faq

Exhibitor FAQ

What protocols and procedures will be in place to assure a healthy and safe environment at the show?

The NMMA is monitoring the current environment and making any necessary changes to the event's Clean, Health + Safe Plan. [Click Here for Comprehensive CHS Plan](#)

What is the Javits Center plan for providing a healthy and safe environment?

The Javits Center establish cleaning and sanitizing practices in line with Global Biorisk Advisory Committee (GBAC) and CDC recommendations.

Will face coverings be required at the Boat Show?

Yes, anyone entering the Javits Center must wear a face covering while they are in the building. Face coverings should be worn properly coverings both the nose and mouth and may not be removed until exiting the building.

Will Social Distancing be required?

Yes. Social Distancing will be required of everyone in the building. A minimum of 6' of distance separation is recommended by the CDC. Please be aware of social distancing while in the Javits Center.

Will Thermal Screening be required to enter the show?

Yes. Anyone entering the event will be thermal screened on each entry. Any person with a thermal reading higher than 100.4° F will not be allowed entry and asked to leave the Javits Center.

Will there be any other screening necessary to get into the event?

Yes, all exhibitors will need to fill out a health screening questionnaire and submit it to the event staff prior to admission into the event.

Will there be new protocols for move-in/out?

Move In/Out procedures will remain the same however there have been protocols added to increase health and safe measures of the move-in/out process. [Click Here for new Move-In/Out Protocols](#)

Will I have to redesign my booth layout to allow for Social Distancing Protocols?

Yes. You will need to design your booth to conform to current Social Distancing protocols in place at the time of the show. Exhibitor display guidelines can be found here. [Click Here for Display Guidelines](#)

Can I still order services and furniture on-site?

Yes, however we strongly encourage all exhibitors to place their orders prior to move in.

Can I register for my credentials at the show?

You must pre-register for your credentials prior to coming to the event. All credentials will be in electronic form.

Will I need to show an ID along with credentials to enter the show?

Yes, you will be needed to show a government issued ID along with your credential at the Exhibitors Entrance to access the show.

Where will the Will Call be located?

Will Call will be in the Crystal Palace Lobby. We require you to order your Guest Tickets prior to the event. If hard stock Guest Tickets are ordered they should be distributed to your customers pre-show.

Where will the Show Office be located?

The Show Office will be located next to Will Call in the Crystal Palace Lobby.

Is there a limit to the number of families/groups on a boat at any given time?

Yes. There is a limit to 1 family/group on each boat at a time to allow for Social Distancing.

appendix g

attendee faq

Event Visitor FAQ

Why go to a Boat Show?

- A boat show is fun, educational and a place to see what's innovative and new in boating. A boat show is a one stop shop experience where you will receive the best prices possible on anything boating related.

What protocols are going in to place to ensure a safe and fun environment?

- To see our Clean, Health & Safe Plan [Click Here](#)

How many guests can be in the event at one time? Is there a limit to guests at a given time?

- The number of guests has been reduced to no more than 7,442 people at any given time. This figure takes into consideration social distancing parameters of allowing 6 feet of distance between people.

Will social distancing be strictly enforced?

- Social Distancing is required and will be monitored to comply with federal, state, local and Javits Center regulations/recommendations.

Can I use a face covering to come to the event?

- Yes, we are requiring face coverings to be worn at the event.

Should my child wear a face covering?

- Yes, children over the age of two are required to wear a face covering.

What is the Javits Center doing to keep the event clean?

- Enhanced cleaning of all high-volume, high-touch areas and distribution of hand-sanitizing stations throughout the building.

Is the air safe to breath inside the Javits Center?

- There has been an installation of specialized, hospital-grade air filters to improve air quality and reduce any air contaminants. (include additional specific terminology)

Do tickets sell out?

- Tickets may sell out for a specific date and time, please purchase your tickets online in order to secure a date and time.

Can I come back the same day? Can I come back another day with proof that I had a ticket for the show previously?

- Yes, you can return on the same day – be sure to inquire about the reentry process at the exit prior to leaving the event. Reentry is only good for the same day and when capacity limits permit. If you would like to come back another day you are required to purchase another ticket

Is the ticket good for one day or for every day of the event?

- Tickets are good for a specific entry day and time.

Can I gift my ticket to someone else, even if it has my name on it?

- Yes, however tickets can only be used once and must be used for the specific date and time specified on the ticket.

Do I need to purchase tickets prior to the show online?

- Yes, all tickets should be purchased online prior to the show

Will I be able to purchase tickets at the show?

- Tickets will only be available online and available for purchase 24/7.

Do I have to print out my ticket before I get to the show?

- All tickets are to be purchased prior to the show and will be electronic tickets. You do not need to print out the tickets, but you will be required to access and provide the electronic ticket on your mobile device.

I lost my ticket, can you send me a new one?

- Yes, please contact us at info@nyboatshow.com and a team member will assist you.

I bought a ticket for the wrong show, can I transfer it?

- All ticket sales are final. To discuss a ticket purchased in error for the wrong show, please contact us at info@nyboatshow.com.

I bought a ticket for the wrong date/time, can I transfer it?

- All ticket sales are final. To discuss a ticket purchased in error for the wrong date/time, please contact us at info@nyboatshow.com.

How can I confirm my purchase went through?

- You will receive a confirmation email/receipt with a link to view your mobile ticket. Please save the email for reference until the show.

I did not receive a receipt, what do I do?

- We can confirm your ticket purchase. Please contact us at info@nyboatshow.com and we will get back to you as soon as possible.

Where is your Will Call located?

- Will Call is in the Crystal Palace Lobby near 36th street and 11th Avenue entrance.

Where is your Show Office located?

- The Show Office is in the Crystal Palace Lobby near 36th street and 11th Avenue entrance.

Are there family bathrooms?

- There are no family bathrooms

Is there Wi-Fi?

- Yes, there is Wi-Fi available for purchase from the Javits Center at the show.

Are dogs/pets allowed?

- No, pets are not allowed on-site for public safety reasons. Certified service animals are welcome.

Do boats have certification?

- Yes, boats have certification.

Can I bring a backpack? Do you have a security check backpacks/luggage bags?

- Yes, however please note that all backpacks/luggage bags are subject to a security inspection at the show entrance.

Is there a place where I can check/store my backpacks/luggage bags?

- Yes, there is a baggage check/storage location in the Javits, directly downstairs from the show entrance.

Directions to the show?

- You can find directions to the show at [Click Here for Directions](#)

Do you have kid's activities?

- Yes, kid's activities can be found at [Click Here for activities](#)

Can I get on the boats?

- Yes, most boats on display are available for the public to board, however, at the dealer's discretion, access to some boats may be limited or require an appointment.
- It is recommended to make appointments with dealers if there are specific boats you would like to board.
- Boarding is limited to one family/group at a time

Will I be required to take my shoes off prior to boarding boats?

- In most cases, yes. Please see the exhibitor's rules prior to boarding the boat.

Do you sell used boats?

- No, but some exhibitors have used and brokerage boat listings available.

Do you rent wheelchairs?

- You can rent wheelchairs through the Javits Center (212) 216-2000

Do you sell beer?

- Yes, beer and other alcohol beverages are available for purchase on-site.

Is food available at the show?

- Yes, there are several locations where food and beverages are available.
- Pre-packaged food options and self-checkout is available

Is there a lost and found?

- Found a lost item? Misplaced something? Lost and found is located at the show office in Crystal Palace lobby.

Is there a shuttle bus from Parking/Train?

- No there is no shuttle bus.

Is there Handicapped Parking?

- There is no public parking at the Javits Center.

Is there parking available? If so, how much?

- There is no parking at the Javits Center however there are several parking locations in close proximity to the show [Click Here for Parking locations](#)

How do I request an accommodation under the ADA?

- Please send an email to us at info@nyboatshow.com for assistance.

What is your policy on guns?

- No firearms, knives, or weapons of any kind are allowed in the show.

What else can I do when I come to the city?

- We partner with NYC & Company, [Click Here to view NYC The Official Guide](#)

We hope you enjoy your visit and should you have any questions please

email us at info@nyboatshow.com or call 646-370-3660