



Technical Services Department

Welcome to the Bellagio Meeting and Convention Center. As you begin planning for your event, allow Bellagio's Technical Services Department to assist you with all of your technical needs.

The following provides information about the Bellagio Technical Services Department, as well as information on our first class, full service facility. It also provides a general overview of the BTS policies and procedures. For detailed information about our meeting and production support capabilities, please contact one of the associates below.

Bellagio Technical Services Department

Greg PartonDirector, Technical Services
Steve McGillivray..... Manager, Technical Services
Patrick Sterrett.....Production Manager
Dan Vennes.....Production Supervisor
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Bellagio Technical Services

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Bellagio Technical Services Overview

- Meeting Support System
 - Full compliment of audiovisual equipment on site
 - Video/graphic projection systems built into our meeting rooms
 - High speed internet throughout the facility
 - Digital AMX lighting/sound controls in all meeting areas
 - Overhead speaker systems in all meeting spaces
 - Portable component video switching systems and broadcast quality cameras

- Lighting Systems
 - Built in lighting and dimming systems in all meeting spaces
 - Full line of ETC theatrical lighting fixtures
 - High End Studio Color and Mac 2K automated fixtures
 - Wholehog 2&3, ETC Express, and ETC Smart Fade consoles
 - Short and long throw follow spots
 - Stages equipped with full lighting and dimming systems

- Audio Systems
 - Concert quality Meyer, V-Dosc, and DV-Dosc speaker systems
 - Yamaha consoles with state of the art outboard equipment
 - Portable JBL and Bose line array speaker systems
 - Built in overhead audio systems in all meeting rooms

- Event Production
 - Proscenium Stages in the Bellagio, Grand, and Tower Ballrooms with full lighting and fly rail capabilities
 - Highly qualified in house technical staff
 - Technical drawings in AutoCAD and PDF formats
 - Rigging points throughout all Ballrooms. Uni-Strut system throughout Ballrooms.
 - Truss and motor control systems
 - Removable chandeliers with exposed rigging points in select areas

Policies and Procedures

1. Bellagio Technical Services (BTS) will provide a room supervisor during load in and load out as needed. This individual will be responsible for electrical hook ups, stage operation, and room management.
2. BTS will provide a Production Manager as needed.
3. BTS will handle all of the rigging and fly rail operation in the facility.
4. BTS will supply power for all meetings and productions.
5. A service fee of 50% of the equipment total will be charged for all equipment cancelled within 24 hours of a meeting.
6. A 4 hour minimum will be charged for all labor cancelled within 24 hours of a meeting.
7. **BTS must have 72 hours notification prior to the use of theatrical smoke or pyrotechnics. This is necessary in order to make the proper arrangements with Fire Command and Security.**
8. Clark County Fire Marshall requires that a Statewide Automatic Fire Electronics, Inc. representative be on site when the Fire Alert System is disabled for theatrical smoke or pyrotechnics. Contact a BTS representative for information on the fees associated with disabling the Fire Alert System.
9. BTS management must approve all pyrotechnics that are being used with the convention area prior to making arrangements with the local fire Marshall. All pyrotechnic displays must be performed in the presence of the local Fire Marshall in order to obtain a permit. BTS management must be provided with a copy of the permit prior to the event.
10. All scenic and/or production companies must provide copies of flame certificates for all scenic elements and drapery to be installed. Flammable materials will not be allowed.

11. Production companies must submit, 30 days in advance of events, all floor plans and diagrams. Bellagio will submit these to Clark County Fire Department for approval. Copies should be sent directly to Convention Services, Bellagio Technical Services, and the Banquet Set-Up Manager.
12. Use of Lasers: Production companies must supply Convention Services copies of the following: valid CDRH variance, insurance bond for two million dollars listing Bellagio Hotel as additional insured, and Laser Operators license. Laser vendor must notify Clark County Fire Department regarding laser usage. Vendor must also supply copies of all licenses and certifications to Clark County Fire Department.
13. BTS must have 72 hours notice regarding the use of diesel-powered vehicles in order to make arrangements to shut down the Fire Alert System. A permit must be obtained from the Clark County Fire Department if diesel-powered vehicles are to be used for display. A copy of this permit must be furnished to Convention Services.
14. No open flames, candles, torches, etc., shall be permitted without approval of BTS and Clark County Fire Department. A copy of the permit must be furnished to BTS prior to the event.
15. Fire eaters/jugglers **are not permitted**. Magicians who perform using flammable substances are to be licensed, insured, and have a permit from the local Fire Marshall before any performance. A copy of this permit must be furnished to the Hotel prior to the performance.
16. Bellagio does permit the use of confetti and helium filled balloons. Client is required to pay an hourly fee for any associated clean up.
17. No trucks, cases, or equipment shall be stored on property without approval of Convention Services.
18. All scissor and boom lifts must be equipped with no mar tires. Lifts are not to be charged or stored in any ballroom or service hallway. BTS does provide rental of scissor lifts to be operated by BTS employees. Contact a representative for details.

19. All forklifts to be used inside must be equipped with non-mar tires and fire extinguishers. They must also be powered by either propane or electricity. No gasoline or diesel powered lifts are permitted. All forklifts must be stored outside. BTS does provide rental of forklifts to be operated by BTS employees. Contact a representative for details.
20. All equipment that is to be used on the permanent stage is to be loaded through the upstage roll up door. No equipment is to be loaded from the front of the stage.
21. All exit signs, doorways, fire extinguishers, and hose cabinets are to remain unobstructed and accessible at all times. In cases where doorways are not being used because of drapery or scenic elements, the exit sign is to be covered. This requires approval from the Hotel and the Fire Marshall to ensure adequate exits in case of emergency.
22. No signage, banners, or materials are to be taped, stapled, pinned, or propped against any wall.
23. Smoking is not permitted in any ballroom or service hallway area.
24. Use of the Bellagio employee cafeteria is prohibited.
25. Production is required to provide identification badges for all technical personnel.
26. All wireless RF systems to be used will require prior authorization to avoid frequency interruptions with Bellagio operations. Please contact a representative for a full list of frequencies in use at the Bellagio.
27. All outside contractors are responsible for following OSHA regulations while on the Bellagio property. Specifically: proper work clothes, shoes, tools, and fall arrest equipment.
28. Mechanical equipment, such as scissor lifts and forklifts, is to be operated by qualified personnel only. OSHA requires that only certified drivers operate lift trucks. This policy is strictly enforced.
29. BTS does not handle or transport freight. Exhibit companies should handle all freight associated with exhibits. Small packages, and/or items

less than one hundred pounds, can be handled through the Bellagio Business Service Center.

30. All tents, canopies, temporary membrane structures, grandstands, and bleachers require permits and must comply with Clark County Fire Department regulations.
31. All electrical power and distribution equipment is billed on a show basis, unless otherwise specified. In cases where high-end power is utilized, each phase will be probed to determine the total amount of amperage to be billed. Contact a representative for pricing.
32. All outside labor must be issued a photo security badge from the Security office. A complete list of all personnel with a partial birth date, month/year, day/year, needs to be submitted at least 24 hours before the load in or call time for the outside crew. The list of names must be sent to the AV Manager and Convention Service Manager for the show. Upon arrival each person must go to the Security office, show a valid form of ID and have their photo taken to receive their badge. The badge will be issued for the run of the show.

Bellagio Meeting and Convention Facility Facts

Bellagio Ballroom

Ballroom Ceiling Height 24'

Bellagio Ballroom Stage

Proscenium Width 40'9"

Proscenium Height 16'

Stage Height from Ground 3'6"

Stage depth from Plaster Line 30'

Overall Stage Width 58'

Offstage Wing Space (Stage Right) 8'w x 16' d

Offstage Wing Space (Stage Left) 8' w x 18' d

Extension from Main Curtain 8'

Center Stage Radius to Main Curtain 12'

Width of Center Radius 25'

Handicap Lift Upstage Right 2'10" x 4'2"

Upstage Roll Up Door 9'9"w x 9'10"h

2 side radius stair units with 6" rise and 12"" tread

18 - Counterweighted Line Sets (Double Purchase)

2 - Full length Legs and Borders

1 - Natural Cyc (Upstage)

2 - Full Stage Travelers (Manual Split)

Batten Pipe Length 44'

Pipe Load Capacity 1000 lbs.

Main Curtain (Manual Split, Flies on Motor)

Grid Height from Stage 47"

Stage Load Limit 125lbs / psf

Power

2 - 400 amp 3 phase

1 - 200 amp 3 phase

Bellagio Ballroom Chandeliers (diameter)	Height
Bellagio 1,3,4,5,6, and 7 (diameter 7'8")	19'9"
Bellagio 2 Center Chandelier (diameter 8'00")	19'9"
Bellagio 2 Small Chandeliers (diameter 3'9")	18"

Bellagio Ballroom Booth

Ceiling Height	12'
Room Depth	12'3"
Room Width	55'6"
Height of Main Window Ledge	26"
Width of Main Window	19'11"
Height of Main Window	42 3/8"
Operation Panel (1) consisting of:	
* 8 XLR Tie Lines	
* 1 RGBHV Tie Line	
* 2 BNC Video Tie lines	
* MATV R.F. Feed	
* 25 Pair Telephone Hydra Connection	
* 6 Strand Multi Mode Fiber	

Built in Projection Screens

9 x 12 Screen – Bellagio 1 and Bellagio 3 (North wall)
(Used for 1,2,3,and 4 or entire ballroom)

Bellagio Spot Bay

Width	67"
Height	42 3/8"
Height of Window Ledge	25"
Window Ledge Depth	15"

Grand Ballroom

Ballroom Ceiling Height 24'

Grand Ballroom Stage

Proscenium Width 51'8"

Proscenium Height 16'

Stage Height from Ground 3'6"

Stage depth from Plaster Line 28"

Overall Stage Width 74'

Offstage Wing Space (Stage Right) 10'w x 13'd

Offstage Wing Space (Stage Left) 10'w x 16' d

Extension from Main Curtain 7'

Center Stage Radius to Main Curtain 10'

Width of Center Radius 25'

Handicap Lift Upstage Right 2'10" x 4'2"

Upstage Roll Up Door 9'9"w x 10'3"h

2 side radius stair units with 6" rise and 12"" tread

18 - Counterweighted Line Sets (Double Purchase)

3 - Full length Legs and Borders

1 - Natural Cyc (Upstage)

2 - Full Stage Travelers (Manual Split)

Batten Pipe Length 55'

Pipe Load Capacity 1000 lbs.

Main Curtain (Manual Split, Flies on Motor)

Grid Height from Stage 47"

Stage Load Limit 125lbs / psf

Power

2 - 400 amp 3 phase

1 - 200 amp 3 phase

Grand Ballroom Chandeliers (diameter)

Height

Grand 1,2,3,4,5,6,7,8,9 (diameter 7'5") 19'10"

Grand 5 Center Chandelier (diameter 12'9") 20'4"

Grand Ballroom Booth

Ceiling Height	12'
Room Depth	13'5"
Room Width	63'
Height of Main Window Ledge	25.5"
Width of Main Window	29'6"
* Column Divides Window at 19'6" (column measures 24")	
Height of Main Window	42 3/8"
Operation Panel (1) consisting of:	
* 8 XLR Tie Lines	
* 1 RGBHV Tie Line	
* 2 Triax Camera Tie Lines	
* 2 BNC Video Tie lines	
* MATV R.F. Feed	
* 25 Pair Telephone Hydra Connection	
* 6 Strand Multi Mode Fiber	

Built in Projection Screens

10.5 x 14 Screen – Grand 8 and Grand 9 (South wall)
(Used for 4,5,6,7,8,and 9 or entire ballroom)

Grand Spot Bay

Width	67"
Height	42 3/8"
Height of Window Ledge	25"
Window Ledge Depth	15"

Tower Ballroom

Ballroom Ceiling Height 24'

Tower Ballroom Stage

Proscenium Width 47' 10"

Proscenium Height 16'

Stage Height from Ground 3' 6"

Stage depth from Plaster Line 27' 9"

Overall Stage Width 69' 6"

Offstage Wing Space (Stage Right) 7' w x 18' d

Offstage Wing Space (Stage Left) 7' w x 17' d

Extension from Main Curtain 8'

Center Stage Radius to Main Curtain 14'

Width of Center Radius 25' 6"

Handicap Lift Upstage Right 3' x 4' 5"

Upstage Roll Up Door 9' 11" w x 9' 10" h

2 side radius stair units with 6" rise and 12" tread

18 - Counterweighted Line Sets (Double Purchase)

1 - Full length Legs

3 - borders

1 - Natural Cyc (Upstage)

2 - Full Stage Travelers (Manual Split)

Batten Pipe Length 55'

Pipe Load Capacity 1000 lbs.

Main Curtain (Manual Split, Flies on Motor)

Grid Height from Stage 47"

Stage Load Limit 125lbs / psf

Power

1 - 400 amp 3 phase

1 - 200 amp 3 phase

1 - 100 amp 3 phase

Tower Ballroom Chandeliers (diameter)

Height

Tower 1,2,3,5,6,7,and 8 (diameter 6' 11") 21' 8"

Tower 4 Center Chandelier (diameter 8' 6") 20' 11"

Tower 4 Small Chandeliers (diameter 3' 4") 19' 8"

Tower Ballroom Booth

Ceiling Height	10'2"
Room Depth	15'4"
Room Width	89'3"
Height of Main Window Ledge	26.5"
Width of Main Window	30'
Height of Main Window	45"
Operation Panel (1) consisting of:	
* 8 XLR Tie Lines	
* 1 RGBHV Tie Line	
* 2 Triax Camera Tie Lines	
* 2 BNC Video Tie lines	
* MATV R.F. Feed	
* 25 Pair Telephone Hydra Connection	
* 6 Strand Multi Mode Fiber	

Tower Spot Bay

Width	71"
Height	45"
Height of Window Ledge	26"
Window Ledge Depth	8"

Built in Projection Screens

12 x 16 Screen – Tower 1 and Tower 6 (West wall)
(Used for 1,2,4,6, and 7 or entire ballroom)

Ballroom Ceiling Heights

Grand – Floor to Low Ceiling	23'8"
Grand – Floor to Bottom of Chandelier	20'
Bellagio – Floor to Low Ceiling	23'8"
Bellagio – Floor to Bottom of Chandelier	20'
Bellagio 2 – Floor to Bottom of Chandelier	18'
Tower – Floor to Low Ceiling	23'8"
Tower – Floor to Bottom of Chandelier	21'6"

Facility Load in Door Specifications

West Side Roll Up Door (Outside Access)	11'6"w x 13'11"h
Tower Roll Up Door (Outside Access)	11'11"w x 13'5"h
South Side Roll Up Door (Outside Access)	11'11"w x 11'9"h
Grand Ballroom 1 (Inside Access)	9'8"w x 13'9"h
Grand Ballroom 8 (Inside Access)	9'3"w x 13'10"h
* Hallway Ceiling Height	14'
Bellagio Ballroom 5 (Inside Access)	9'8"w x 13'9"h
* Hallway Ceiling Height	14'
Tower Ballroom 1 (Inside Access)	11'7"w x 13'11"h
* Hallway Ceiling Height	13'11"
Tower Ballroom 8 (Inside Access)	11'7"w x 11'11"h
* Hallway Ceiling Height	12'9"

Control Booth Elevators

Grand and Bellagio Elevator	
Doorway Opening	4'
Doorway Height	7'
Inside Dimensions	6'5"w x 6'5"d x 9'h
Tower Elevator	
Doorway Opening	4'
Doorway Height	7'
Inside Dimensions	6'5"w x 6'5"d x 10'h

Rigging Specifications

1.5" (Inside Diameter) Uni-Strut throughout all Ballrooms
Uni-Strut Load Capacity: 125 lbs. per Linear Foot
Rigid 2000 lb. Rigging Points in Designated Locations
Additional Rigging Points through Down-lights. Contact a Representative for locations.

Galleria Meeting Rooms

Audio Visual

AMX Full Logic A/V Lighting Control Panel

Galleria Rooms Built in Projection

- 6'x8' Retractable Projection Screen (Matte White)
- Sanyo XP46 Data Projector (4000 Lumens)
- Gaugin, Degas, and Renoir 1 screens on the South wall
- Cezanne, Van Gogh, and Renoir 2 screens on North wall

Monet 1 and 4 Built in Projection

- 9'x12' Retractable Projection Screen (Matte White)
- Sanyo XF 30 Data Projector (5000 Lumens)
- Monet 1 screen on North wall and Monet 4 screen is on the South wall

Ashley Eight Channel Audio Mixer

Built in Overhead Speaker System

Operation Panel – 2 Per Room Consisting of

- 4 Microphone Level Inputs
- 4 Line Level Inputs
- VGA Input (To Projector)
- MATV Feed
- 25 Pair Telephone Cable
- 6 Strand Multi Mode Fiber

Electrical

208 Volt 3-Phase 5 Wire Outlets (2810A Hubbell)

Renoir 1&2 Have 30 Amp 3 phase Wall Receptacles

110 Volt Single Phase Duplex Outlets

110 Volt Single Phase Isolated Ground 15A 125 Volt Twist Lock

Halo Lighting Track – 2.4 K Dimmer Loads

Standard Down Lights and Chandeliers Controlled by AMX

Structural

1.5" (Inside Diameter) Uni-Strut Throughout Room

Uni-Strut Load Capacity: 125 lbs. per Linear Foot

Renaissance Meeting Rooms

Audio Visual

AMX Full Logic A/V Lighting Control Panel

9'x12' Retractable Projection Screen (Matte White)

- Screens on the South Walls of both Raphael and Davinci

Sanyo XP55 Data Projector (5000 Lumens)

Eight Channel Audio Virtual Mixer (Controlled by AMX)

Built in Overhead Speaker System

Operation Panel – 2 Per Room Consisting of

- 4 Microphone Level Inputs
- 4 Line Level Inputs
- 4 XLR Dry Lines
- VGA Input (To Projector)
- Video Input (To Projector)
- MATV Feed
- 25 Pair Telephone Cable
- 6 Strand Multi Mode Fiber

Electrical

208 Volt 3-Phase 5 Wire Outlets (2810A Hubbell)

110 Volt Single Phase Duplex Outlets

Halo Lighting Track – 2.4 K Dimmer Loads

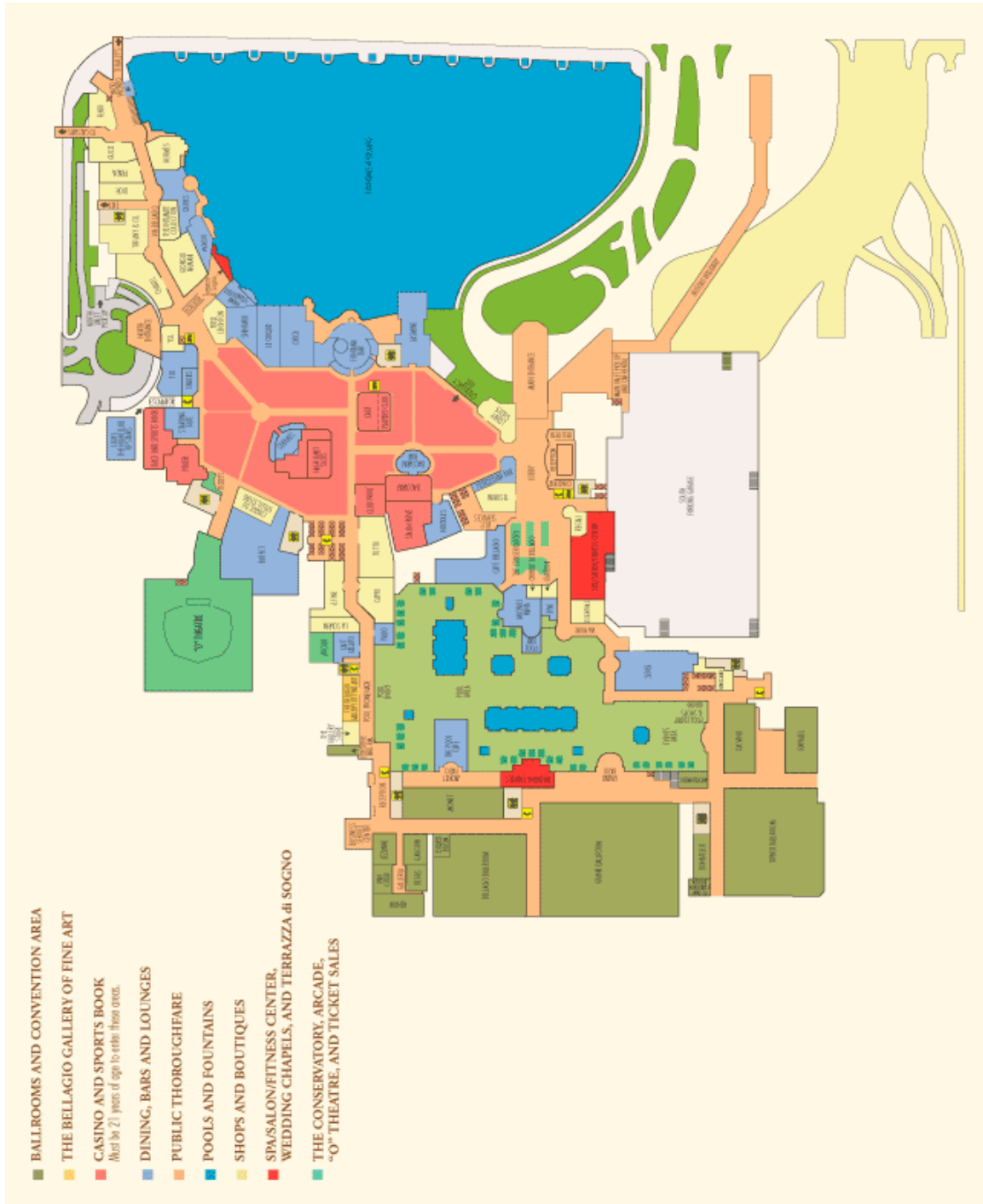
Standard Down Lights and Chandeliers Controlled by AMX

Structural

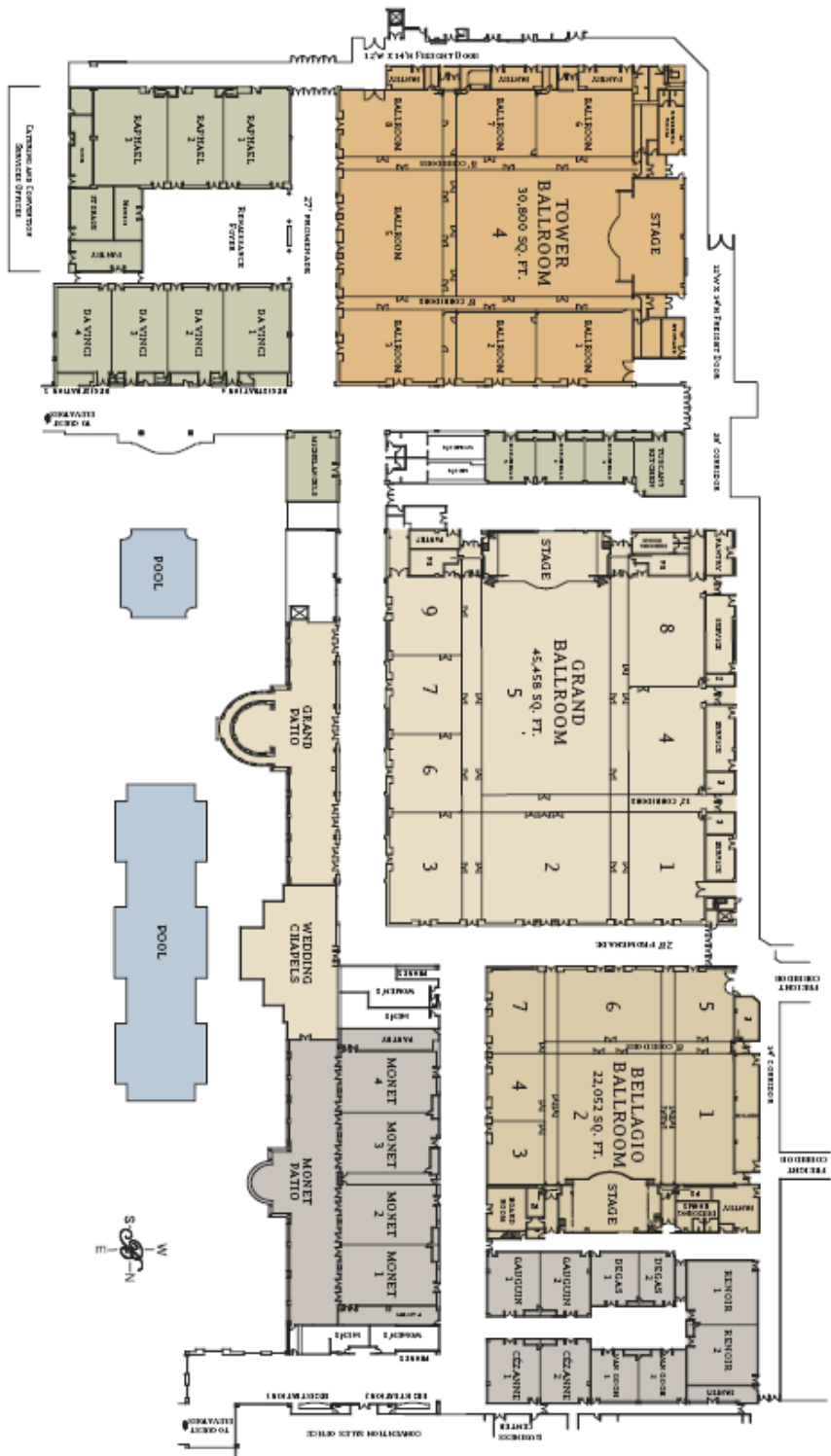
1.5" (Inside Diameter) Uni-Strut Throughout Room

Uni-Strut Load Capacity: 125 lbs. per Linear Foot

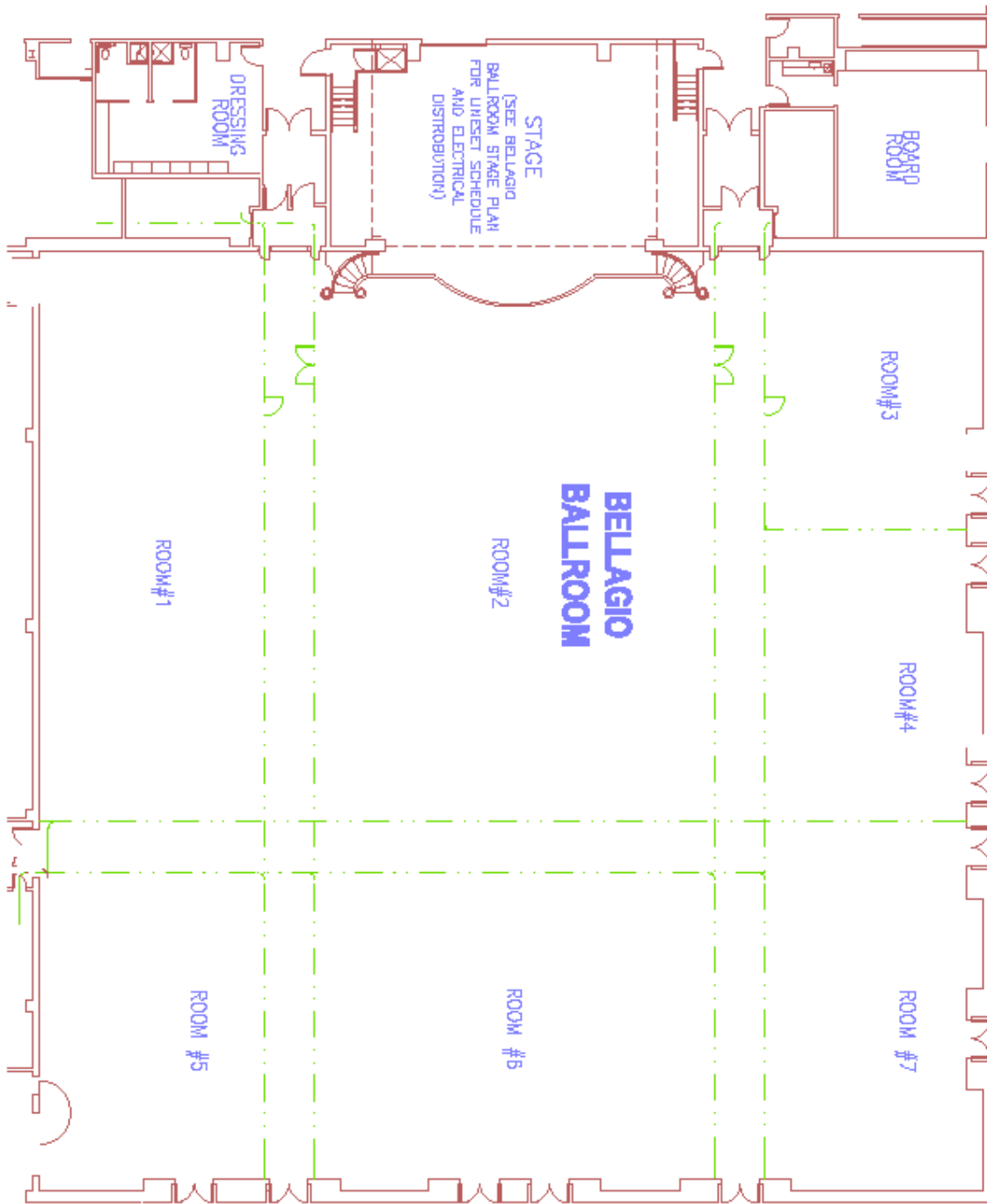
Hotel Site Plan



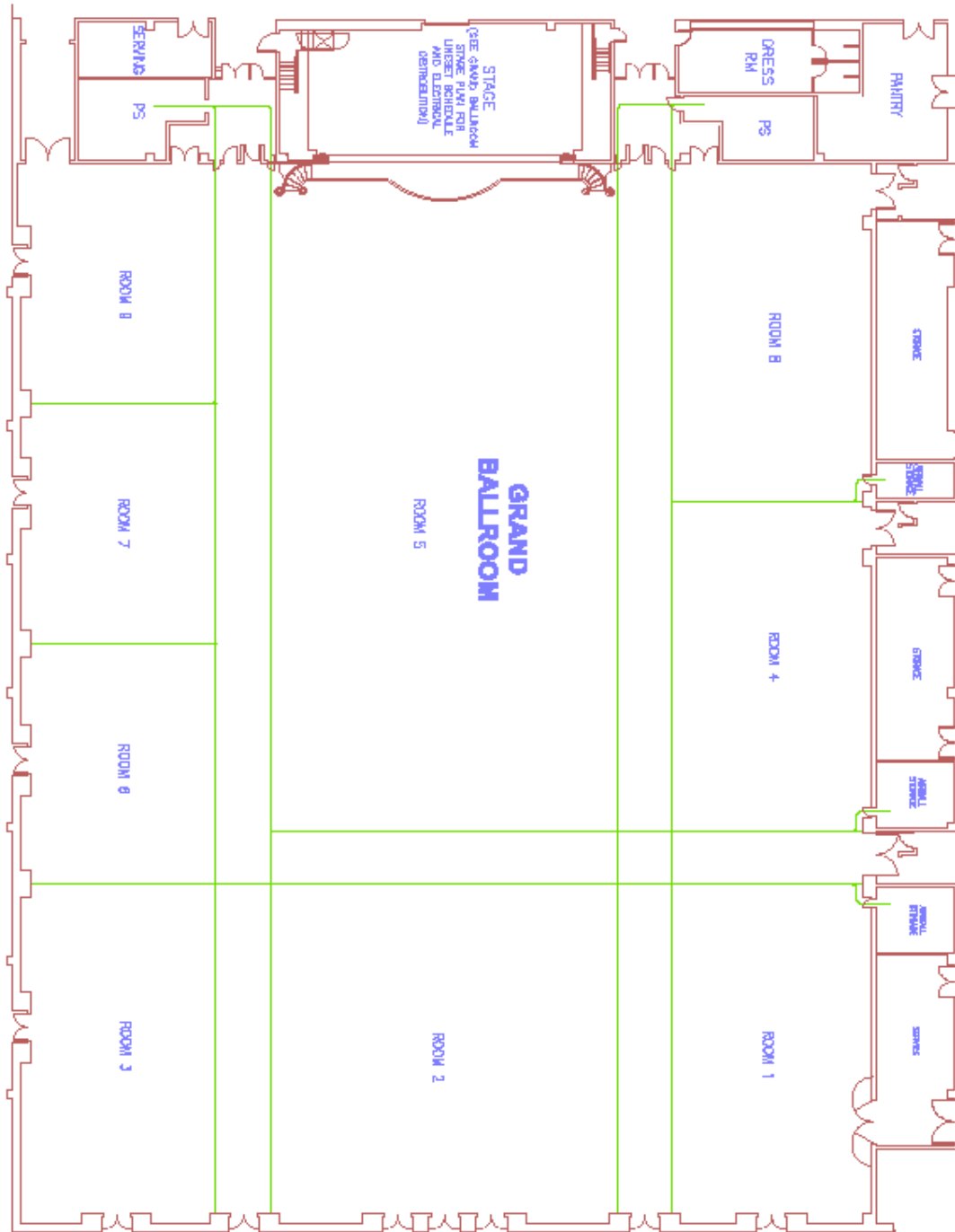
Convention Area Site Plan



Bellagio Ballroom Site Plan



Grand Ballroom Site Plan



Tower Ballroom Site Plan

