



HOUSEKEEPING RULES & REGULATIONS 2021-2022

The RBC Convention Centre Winnipeg only maintains the aisles if they do not have a display company carpeting. Booth space is not maintained as a part of the rental contract, therefore, if required, arrange for booth cleaning service.

Any housekeeping form that is not received by the RBC Convention Centre Winnipeg a minimum of 3 hours prior to the show opening may not receive pre-opening cleaning.

The RBC Convention Centre Winnipeg is the exclusive provider of all cleaning services.

The exhibit cleaning service includes vacuuming, general cleaning and dusting and removal of garbage.

Cleaning will be done prior to show opening on the dates required.

All tape, etc. that is used to mark spaces on floors must be removed at the completion of the show. If this is not completed, the cost of removal of same will be charged to the exhibitor and/or show management.

Nails, pins, tacks, etc. as well as cellophane tape, duct tape, glue and foam stick are prohibited. Touch up of exhibits, etc. must be done in such a manner as not to deface or damage the Centre's property. Proper precautions must be taken, otherwise repairs and cleaning will be carried out at the renter's expense.

Additional cleaning services are available. Please refer to the labour rates and contact Exhibitor Services at 204-957-4538. Charges are applicable for carpet in need of special attention due to food sampling demonstrations, hair, wood, metal shavings, grease or oil.

Waste Stations

Bring waste to these locations located on the Third Floor¹. Housekeeping staff will remove debris from this point.

Regular Garbage²:

- North and/or South Loading Dock, 1st Bay – 30 yard open dumpster
- Hall C – 3 yard rolling bin

Mixed Recyclables³:

- North and/or South Loading Dock, Upper Level – 32 gallon bin
- Hall Entrances - 32 gallon bin (at each entrance until carpet installation)

Cardboard Boxes (folded):

- North and/or South Loading Dock, Upper Level – 2 yard rolling bin

Compostable/"Wet"/Organic Garbage:

- North and/or South Loading Dock, Upper Level – 40 gallon bin
- Hall Entrances - 32 gallon bin (at each entrance until carpet installation)

Pallets:

- North Loading Dock, Lower Level – Stacked

¹ Alternative locations for 1st and 2nd floor shows will be provided as necessary

² North and/or South dock locations to be confirmed based on show ingress and egress schedule

³ Paper/Plastic/Bottles/Cans/Glass



Construction Waste (e.g.: Carpet, Wood, Bricks, Concrete, Landscaping):

- Is not to be placed into bins.
- These materials must be removed by the exhibitor as they are not handled by the RBC Convention Centre Winnipeg.
- Heavy material left behind will result in additional material handling and labour charges to the show and/or exhibitors.

All of the waste stations will have signage similar to below:



Event Time Waste Stations

During event hours, when the public is in the building, it is important to ensure that bins in the aisles and around the booths are clean and free of debris.

Please use waste stations and bulk garbage areas for any waste or recycling that is generated from vendor booths.

Each waste station used during the event will be in use in the back spaces relative to their spot on the floor. The stations will be moved back out of sight from the public. Please refer to the waste maps for these bulk waste collecting areas.

Exhibit Hall Tape Use

Contact RBC Convention Centre Winnipeg's Exhibitor Services at 204-957-4538 or services@wcc.mb.ca to discuss all floor covering regulations and acceptable adhesive.

Vehicles

Any vehicles that are not part of the exhibit are to be removed from the exhibit floor 3 hours prior to the opening to allow for aisle cleaning.

No vehicle that is wet, muddy or snow covered will be allowed on the exhibit floor until clean and dry.