

Sheraton Rules Exhibitors

September 16th – 19th 2021

HARDROCK SUMMIT 2021

Evolution @ Colorado Convention Center
Sparkle & Joy @ PLAZA BALLROOM at Sheraton
Downtown

Status: June 16, 2021
Please look for frequent updates on website

We encourage all exhibitors and guests to access the Sheraton Hotel's website to find any hotel safety and operational information.

Below you may find additional information from the hotel:

Additional hotel rules/regulations

No storage of any kind is allowed behind the back drapes, display walls, or inside the display areas. The maximum quantity of operation and advertising material that may be stored inside the exhibit is a one-day supply. All crates, boxes and additional equipment etc. must be removed prior to the show and returned at the end of the show/during move-out. All freight must be transported on dollies and not pushed on the hotel carpet. Exhibits/displays must be contained within the contracted assigned function event space areas.

All material, including scenery, drapes or signs used in the construction of an exhibit booth must be flame-retardant. Polyurethane foam must pass the Denver Fire Department's "standard flame test". Only fire-retardant corrugated cardboard and paper may be used.

No hazardous demonstrations, such as welding, cooking with natural gas/electricity or heater demonstrations, will be permitted without a permit from the Denver Fire Department.

Guestroom Security

Guest Room Safes are provided in every guest room and we encourage you to use them. Safety Deposit boxes are also available at Guest Services. The hotel is not responsible for loss or damage to any personal property and we encourage our guests to never leave valuables unattended.

The hotel has provided your guest room with a dead bolt lock and safety latch for your use. It is always important to first identify anyone before admitting them to your guest room. Please use the peephole before opening the door to anyone. If you cannot identify someone and would like the Security Team to investigate, please call us via your guest room telephone by pushing the Emergency button on the guest room phone or via the nearest in-house telephone.

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Safety-fire features

In the Event of a Fire:

Please familiarize yourself with the location of hallway fire exits and stairwells. In the event of a fire, please follow the steps below:

- To report a small fire (waste basket etc.) or smoke, if you are in a guest room connect to our Security team via the Emergency button on the telephone. Outside our guest room accommodations, just pick-up any in-house telephone and you will be automatically connected to our PBX, who will alert the Security and First Response Team. For any larger observed fire/flame or large amount of smoke, activate the closest fire alarm pull station and follow the steps below:
- In case of an emergency that requires you to evacuate the building, the public address system will announce what steps you need to take.
- Never grab the door handle in the event of a fire or smoke.
- If the hallway is clear, exit by using the nearest stairwell. Take the stairs to the ground or street level floor.
- Never use the elevators in case of an evacuation unless one is immediately available.
- Should the door be warm or the hallway impassable?
- Place wet towels at the base of the door.
- Contact Hotel Security personnel by pushing the emergency button on your guest room accommodation telephone. Please provide in a calm voice your name, room number, and the nature of the emergency.
- Turn off your air conditioner or heater to keep smoke from entering the room.
- Stay low and avoid inhaling smoke.
- DO NOT open windows in the room.
- Again, remain calm until Fire Department personnel arrive on the scene to assist you in the evacuation process.

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Security and medical emergencies

Emergency Evacuation Info as follows:

- Familiarize yourself with all the available emergency exits and routes – on guest room floors, meeting spaces and public areas. All have illuminated signs.
- Listen and follow announcements on the enunciator system.
- If the announcements orders an evacuation we evacuate out of the building via the nearest fire exit.
- Once out the building – depending on the situation and safe passage etc. – we go from one building to the other to assemble i.e. Tower to Plaza and Plaza to Tower.
- If neither building nor safe passage from outside to the other building is available we will assemble in the nearby City Center Park.
- In the event of a tornado approaching we would not evacuate outside the building, we would use the enunciator system to get our guests down to below ground level or other areas inside the building, away from any flying glass and debris.

Medical info as follows:

The hotel has a number of First Responders who are trained in First Aid/CPR/AED/Oxygen on-site. These First Responders are available 24/7.

The hotel has AED's and Oxygen in 4 locations – Security, beside Front Desk in the Plaza Lobby, the Fitness Center and Club Lounge.

Contacting Hotel Security in the event of a medical or emergency situation:

Pick up any house phone in the Meeting Space or Public Areas and you will be connected to PBX who will call Security to attend.

Press the Emergency button on a guest room telephone and you will be connected immediately to 24/7 Security Dispatch.

Hearing Impaired Guests

Communication Assistance

TTY Kits are available to guests free of charge and installed by the Security Team. To arrange for this, please call Hotel Security at **303.626.2589**.

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Facilities nearest to the hotel

Concentera
1730 Blake Street
Ste. 100
Denver, CO 80202
Phone: 303.296.2273

For more information, [Click Here](#)

Denver Health Medical Center
777 Bannock Street
Denver, CO 80204
303.436.6000

For more information, [Click Here](#)

Saint Joseph Hospital
1835 Franklin st
Denver, CO 80218
303. 837.7111

For more information [Click Here](#)

Medical Rentals

Colorado Lifestyle Medical provides sales, service and rental for medical equipment. Their caring, knowledgeable staff will ensure you find the right medical equipment for your attendees.

To setup medical rentals please call them directly (303) 988-4875. To visit their website [Click Here](#)

Pharmacy

Walgreens
801 16TH ST.
Denver, CO 80202
Phone: 303-571-5314

For more information, [Click Here](#)

24 Hour Pharmacy

Walgreens
1111 S COLORADO BLVD.
Denver, CO80246
Phone: 303-758-8083

For more information, [Click Here](#) [Click Here](#)