



SPRING MEDIA WALKTHROUGH GUIDE

May 22, 2024

Photo: City of Chicago/Patrick L. Pyszka

2024 Democratic National Convention
Chicago, Illinois | August 19-22, 2024

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WELCOME

Dear Members of the Media,

With less than 100 days until the Democratic National Convention, I want to welcome you back to the great city of Chicago on behalf of DNC Chair Jaime Harrison and the entire Democratic National Convention Committee. We're so excited to welcome you today as we prepare to tell the story of President Biden, Vice President Harris, and Democrats to the country. We know that to do our job – sharing our story with the country – we must enable you to do your job.

Chicago's rich history, deeply rooted in advocating for civil rights, economic equality, and justice for all Americans, has laid the foundation for a strong and free press. The city is ready to bring together almost 50,000 participants, as thousands of Democrats prepare to celebrate the historic progress that we have made – and set us on the path to finish the job this November. An estimated 15,000 of those visitors will include you and your colleagues who are members of the media. As Democrats, we respect and defend the freedom of the press – because we know a free press is a cornerstone of a democracy. We are committed to making sure you can fulfill your duty to deliver the news to your readers, viewers, and listeners and those watching from around the world.

Since Chicago was chosen to host the 2024 Democratic National Convention over a year ago, our team has been building the runway for President Biden and Vice President Harris to share their story with the American people this summer – and that runway can't exist without you.

We look forward to hosting convention activities at first-rate venues and iconic locations like the United Center and McCormick Place, along with over 40 hotels. The headquarters hotels for Democratic staff and media will be located on the McCormick Place campus. In addition to Chicago's robust public transit options, the DNCC transportation team will coordinate buses and shuttles to ensure credentialed guests can easily travel between contracted hotels, the United Center, and the McCormick Place. We are also proud that delegates from all 57 states and territories are consolidated into eight downtown union hotels for streamlined resources and convenient transportation.

Thank you for joining us here today. We are all very mindful of the important role you all play in the convention and we look forward to welcoming you back again in August!

Best,

Minyon Moore, Chair

A handwritten signature in black ink, reading 'Minyon Moore'.

Alex Hornbrook, Executive Director

A handwritten signature in black ink, reading 'Alex Hornbrook'.

CITY OF BIG SHOULDERS

Welcome to the great city of Chicago!

Chicago, a union town in the heart of the Midwest, serves as the perfect backdrop to tell the story of the Biden-Harris Administration at the 2024 Democratic National Convention. All across the city – from the stands at Wrigley and Guaranteed Rate Field, to the halls of the National Museum of Mexican Art, or the sweet serenade of the Chicago Blues Festival in Millennium Park – we see a reflection of our nation. The city of Chicago, with its rich history, tapestry of culture, and iconic symbolism embodies the diversity that powers the Democratic Party. Chicago sits at the center of the Midwestern Blue Wall, a Democratic stronghold that was crucial to the Biden-Harris victory in 2020.

In close coordination with the Chicago Host Committee, the Democratic National Convention team and our allies are on track to produce the most inclusive, innovative, exciting convention in our history. Come August, thousands of Democrats will join us in Chicago to celebrate the historic progress that we have made – and set us on the path to finish the job this November.

The 2024 Democratic National Convention presents a unique opportunity to not only reaffirm the Democratic Party's values but also to remind Americans of their important role in the Democratic process.

Get your deep dish pizza and Italian beef order ready! We cannot wait to welcome you back in August.

Connect With Us:

Website: www.demconvention.com

Facebook: www.facebook.com/demconvention

Instagram: www.instagram.com/demconvention

X: www.x.com/demconvention



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Photo: Choose Chicago

KEY DATES & DEADLINES

These dates are provided as a guideline to media organizations for planning purposes only and are subject to change. The Democratic National Convention Committee (DNCC) will communicate relevant updates through our media list and at demconvention.com/media

Friday, June 7

- Advance Rate Deadline – Electrical, Cabling, Expo Services (other than Suite Modifications)
- Deadline for Media User Agreements, COI's and Suite Modification Plans

Monday, July 8

- Deadline to complete application for USSS credentials

Friday, July 12

- Deadline for all vendor orders (except Levy). Orders received after this date are subject to availability and additional charges.

Monday, July 15

- Hotel Room Block reservations finalized through the room blocks by media points of contact

Friday, July 19

- Deadline for receipt of Media-supplied cables at cable warehouse
- Last day for advance shipments to arrive at Expo warehouse

Monday, July 29

- Access to Lot K for network compound load-in

Friday, August 2

- AT&T Early Install available

Monday, August 5

- Access to United Center for Network Suite Builds
- Levy Catering ordering deadline for convention week orders

Wednesday, August 7

- Hotel charges applied for four-day minimum stay bookings

Monday, August 12

- Access to Media Pavilion and all United Center interior workspaces

Tuesday, August 13

- AT&T Service Available

Friday, August 16

- Media spaces open for broadcast/reporting (time TBD, will be communicated closer to)

Saturday, August 17

- Media Welcome Party

Monday-Thursday, August 19-22

- 2024 Democratic National Convention

Friday, August 23

- Final broadcasts/reporting inside the United Center (11:59 AM)

Sunday, August 25

- Media move out deadline (11:59 PM)

KEY CONTACTS

Democratic National Convention Committee (DNCC)

For logistical questions

medialogistics@demconvention.com
demconvention.com/media

For editorial questions

press@demconvention.com
demconvention.com/media

For Host Committee questions

press@chicago2024.com
chicago2024.com/news

Democratic National Committee

For Democratic National Committee questions

dncpress@dnc.org
democrats.org/news

Biden for President

For Biden for President campaign questions

press@joebiden.com

DNCC Senior Leadership Team

Alex Hornbrook

Executive Director

Joyce Kazadki

Deputy Executive Director
of Operations

Austin Brown

Legal Counsel

Claudia Chavez

Senior Director of Political and
Coalitions

Amy Chiou

Senior Director of Finance
& Administration

Chris Cobbs

Senior Director of Logistics

Laura Lutter Cole

Director of Housing

Casey Frary

Senior Director of Venue
Operations

Matt Hill

Senior Director of
Communications

Cayana Mackey-Nance

Director of Digital Strategy

Senior Advisors

Tina Akintayo

Senior Advisor for Housing

Kaitlin Fahey

Senior Advisor for the Convention

Andrew Binns

Senior Advisor for Production and Technology

Cameron Moody

Senior Advisor for Logistics

Theo LeCompte

Senior Advisor for Venue Operations

Directors

Joe Brennan

Director of Security

Laura De Castro

Director of Volunteers

Gino Generelli

Director of Technology

Jim Haluzcak

Director of Arena Operations

Nora Keefe

Director of Surrogate Communications

Mustafa Khan

Director of Motorpool Operations

Lisa Laws

Director of the Convention Center

Grace Lowe

Director of Credentials

Jonathan Plater

Director of Studio24

Grace Piotrowski

Director of People & Operations

Emily Soong

Press Secretary

Emma Towe

Director of Special Projects

Peter Velz

Director of Media Logistics

KEY CONTACTS

Congressional Press Galleries

Daily Press Gallery

House Press Gallery
Danny Kim, Director
202-225-3945
conventions2024@mail.house.gov
pressgallery.house.gov

Photographers' Gallery

Press Photographers Gallery
Jeff Kent, Director
202-224-6548
press_photo@saa.senate.gov
conventions.senate.gov

Periodical Press Gallery

Senate Periodical Press Gallery
Justin Wilson, Director
202-224-0265
periodicals@saa.senate.gov
conventions.senate.gov

Radio-TV Correspondents' Gallery

House Radio Television Correspondents Gallery
Olga Ramirez Kornacki, Director
202-225-5214
rtvconventions2024@mail.house.gov
radiotv.house.gov

Network Pool

Five major broadcast networks (ABC, CBS, CNN, FOX and NBC) are all contributing members of the network pool.

Alec Miran

DNC Network Pool Producer
404-293-6942
miranalec7@gmail.com

Maureen Madden

Pool Production Manager
917-751-6537
mmadden21@me.com

Dan Klos

Pool Engineer in Charge (EIC)
917-886-4968
DanKlosTV@gmail.com

Convention Venues

United Center

1901 W Madison St
Chicago, IL 60612
www.unitedcenter.com

McCormick Place

2301 S Martin Luther King Dr
Chicago, IL 60616
www.mccormickplace.com

Mailing & Shipping Info

Advanced Shipping

Democratic National Convention 2024
(Media Outlet Name) (Assigned Booth / Space #)
c/o Show Strategy, Inc
1401 E. 95th Street
Chicago, IL 60619
312-218-1467

Direct Shipping to United Center

Democratic National Convention 2024
(Media Outlet Name) (Assigned Booth / Space #)
c/o Show Strategy, Inc
5 S. Damen Ave., Chicago, IL 60612

For more information on shipping and material handling, please see the Rate Card available at demconvention.com/media/walkthrough



OFFICIAL SERVICE PROVIDERS

Please contact medialogistics@demconvention.com if you have questions about official vendors for the 2024 Democratic National Convention. The DNC 2024 Rate Card is available at demconvention.com/media

Event Management

Hargrove, Inc.
dncmediahelp@hargroveinc.com
301-306-4627

Exposition Services

Show Strategy
Furnishings, Graphics, General Labor, Cleaning
DNC2024@ShowStrategy.com
www.showstrategy.com
312-820-1205

McHugh Powers/Hargrove

Construction/Electrical/Cabling Services
McHughPowersHargrove@hargroveinc.com
301-306-4627

AT&T

Internet access and voice services
dncmediaorders.att.com/ordering
877-327-8662

Broadcast Video Services
brdcast@rdsabs.att-mail.com

Levy (United Center Catering- Inside the Arena Only)

Catering in Suites
Brandon Bierlein, Director of Suites
Brandon.Bierlein@levyrestaurants.com
Office: 312-455-7416
Cell: 989-493-4394

Catering outside of Suites
Lisa Siragusa, Director of Sales and Catering
lsiragusa@levyrestaurants.com
Phone: 312-455-7424
Cell: 708-785-1846

Additional vendors may be added. For more information and regular news updates on the 2024 Democratic National Convention, please visit demconvention.com/media

COMMUNICATIONS & PUBLIC AFFAIRS

Stay Connected

Please visit **demconvention.com/media** and complete the Press List & Logistics sign-up form to ensure that we have the most up-to-date information for your reporters, producers and other key points of contact who will be on site in Chicago during the convention.

What To Know About Convention Week Operations

For immediate access to daily schedules, speech text, speaker biographies, live video streaming, and more, please remember that **demconvention.com** is always a valuable resource.

The DNCC Communications Department will also provide a number of resources at the United Center and McCormick Place to service the editorial needs of the media during the convention.

Editorial Resources for Press

Electronic distribution of schedules, speech text, press releases, and all other pertinent information will be facilitated through the official DNCC press list.

Podium schedules with the expected run-of-show for the evening's program will be circulated and posted daily. Materials will also outline official public events open to the media, including state delegation meetings, daily convention press briefings, Democratic caucus meetings and other official convention events.

To join the press list, remember to complete the Press List & Logistics sign-up form at **demconvention.com/media** as soon as possible.

Press Information Centers (PICs)

Press Information Centers (PICs) located throughout all convention complexes – the United Center, McCormick Place, and the Advocate Center – as Help Desks and distribution centers for use by members of the press and media. They will be staffed by teams who will be the source for media advisories, press releases, podium schedules, speech texts and other convention-related documents. PIC teams will be able to answer (or find answers for) convention – and Chicago – related questions.

Network Liaison Teams

The DNCC will designate seasoned communications professionals to facilitate direct and timely communications between the networks covering the convention and the DNCC, including all networks' surrogate booking requests.

Additional liaisons will be assigned to specialty media outlets, including Black, Latino, AANHPI, Veteran, Women, LGBTQ+, Foreign Press, and many other constituency media to ensure these outlets have a strong presence at the convention.

Booking Operation

The DNCC Surrogate Communications team will facilitate in-person and virtual booking requests with surrogates, Biden for President staff, Democratic National Committee officials and other personalities of interest. Please contact **booking@demconvention.com** with any questions on the pre-booking and booking process.

Studio 24

Built in the United Center and operational daily throughout the convention, Studio 2024 will be equipped with state-of-the-art studio spaces for remote TV interviews, radio call-in interviews, podcast interviews, and other creative digital engagement opportunities. Studio 24 booking will be processed through the DNCC Surrogate Communications team at **booking@demconvention.com**.

UNITED CENTER & McCORMICK PLACE

Primetime programming for the convention will be held at the United Center and daytime party business will be conducted at the McCormick Place Convention Center, both planned in close coordination with the Chicago Host Committee, City of Chicago, and State of Illinois, and the Biden for President campaign.

United Center

The United Center is where official proceedings, speeches, and programming will occur. The United Center will serve as the primary location for press workspace, reporting locations and primetime coverage for the convention. Media offices, press file, standup locations and media row spaces will be allocated through respective credentialing galleries.

The United Center is home to the Chicago Blackhawks and Chicago Bulls and is the largest arena in the United States at 960,000 square feet. The United Center has hosted more than 40 million guests since its opening in 1994, including the 1996 Democratic National Convention. Construction began in April of 1992, with the ribbon-cutting ceremony held on August 18, 1994.

McCormick Place Convention Center

McCormick Place is where Democrats will conduct official party business, meetings, and briefings during convention week. The Marriott Marquis and Hyatt Regency connected to McCormick Place will serve as the official headquarter hotels for the DNCC. The headquarter hotels are a designated base of operations for staff from the DNCC, Democratic National Committee, and Biden for President campaign, as well as media organizations and key leaders from coalition groups.

McCormick Place is the largest convention center in North America. It hosts more than 200 conventions each year, welcoming approximately three million visitors annually. Designed as one of the first purpose-built convention centers in the United States, McCormick Place today is a convention center campus comprised of more than 2.6 million square feet of exhibition space, the 10,000 seat Wintrust Arena, the 4,000 seat Arie Crown Theater, nearly 3,000 attached hotel rooms, and a variety of on-site dining options, all connected by a network of pedestrian sky bridges and promenades.



UNITED CENTER WORKSPACE

Media Workspace Descriptions

Work areas for the media will be spread throughout the United Center campus (inside and out), with a comparable number of locations, workspaces, and reporting positions to recent conventions. Unless specifically noted, there will be costs for the setup, outfitting, or build of all media spaces. All furnishings and modifications to workspace within the convention venues are required to be ordered through Hargrove and Show Strategy. For more details on each position, please visit demconvention.com/media/walkthrough for the Rate Card Supplement by Position document.

Media Filing and Workspace Locations

Media Pavilion

Outlets who have requested square footage for workspace through their respective credentialing galleries have been assigned space in the Media Pavilion, a clearspan tent structure located in Lot K, on the south side of the United Center. Working through the designated media services provider, media will order office furnishings, wall structures (e.g. pipe & drape or soft walls), power, and dedicated internet, if desired. All media with allocated space have been notified by Media Logistics. Any media that have not requested space but would like to be considered for workspace if any positions open up should email medialogistics@demconvention.com.

Press File Seats (Assigned)

Assigned workstation for purchase in a shared workspace in the Advocate Center (the Chicago Bulls training facility just east of the United Center). Workstations will include wi-fi, desk space, one chair, and basic shared power. Dedicated internet lines can be ordered through the Rate Card. Media outlets can request an assigned Press File Seat through any of the credentialing galleries.

Press File Seats (Unassigned)

Free workstations for media available on a first-come, first-served basis each day, in a shared workspace in the Advocate Center (the Chicago Bulls training facility just east of the United Center). Workstations will include wi-fi, desk space, one chair, and basic shared power.

Media Row

There will be workspace for the media to conduct interviews inside the United Center Atrium, on the east end of the building. Allocation of Media Row space is managed by the Radio-TV Correspondents' Gallery. A standard workspace package will be available at no cost to media with assigned positions, and additional modifications, including dedicated power and internet, can be ordered through the Rate Card. Please see the Rate Card Supplement by Position document for additional details on what is included in a standard workspace package.

Digital Dark Room

Assigned workstations within shared space, available to photographers and photo editors located on the Service Level of the United Center. Workstations will include desk space, one chair, and basic shared power. Allocation of Digital Dark Room space is managed by the Press Photographers' Gallery.

Broadcast and Reporting Locations

Media Suites

A total of 26 suites have been assigned for use by the media: 13 on the Lower Level and 13 on the Penthouse Level. All suites occupied by the media are required to undergo a modification and restoration process. McHugh-Powers will be responsible for executing this work, while Hargrove will be responsible for managing the process and paperwork, working with your teams to collect standard orders as well as to create custom estimates for additional work required. All media with allocated space have been notified by Media Logistics. Allocation of suites was managed by the Radio-TV Correspondents' Gallery.

Radio Broadcast Row

Desks for radio broadcasts are located on the Press Level of the United Center. Allocation of Radio Broadcast Row space is managed by the Radio-TV Correspondents' Gallery. A standard workspace package will be available at no cost to media with assigned positions.

Writing Press Stands

Seating with constructed desk space for writing press in the lower and upper bowls of the area stands. Assigned positions will be in both the lower and upper bowls. Unassigned positions will be available on a first come, first serve basis in the upper bowl. Allocation of the Writing Press Stands is managed by the Daily and Periodical Press Galleries. A standard workspace package will be available at no cost to media with assigned positions, and dedicated wired internet can be ordered through the Rate Card.

Indoor Standups

Positions available for purchase for a single camera and reporter. Positions include the reporting position and dedicated power. Dedicated internet and any cabling would be ordered through the rate card. Allocation of Indoor Standup space is managed by the Radio-TV Correspondents' Gallery.

Outdoor Standups

Elevated space with north facing, exterior view of the United Center, approximately 10'x10'. Allocation of Outdoor Standup space is managed by the Radio-TV Correspondents' Gallery. Please see the Rate Card Supplement by Position document for additional details.

Supplemental Broadcast Locations

RF Ready Rooms

Control room and staging area for broadcast equipment on the Service Level of the United Center. All media with allocated space have been notified by Media Logistics.

Network Compounds

Space for network broadcast operations in Lot K. Options include electric, internet, restrooms, fencing, lighting, office trailers, and tenting. All media with allocated space have been notified by Media Logistics.

CREDENTIALS

All media who require access to the United Center must be credentialed. The Congressional Press Galleries are the non-partisan entity that credential the vast majority of the media for the Republican and Democratic conventions. Any media who applied through the Congressional Press Gallery will hear back on their credential allocation in the coming weeks. The deadline to request credentials from the Congressional Press Galleries has passed, so please reach out to medialogistics@demconvention.com for a credential application through the DNCC Press Gallery. The deadline to request credentials is Friday, May 31.

To enter the convention complex, all media must display a DNCC-issued credential and may be required to apply for a U.S. Secret Service (USSS) credential depending on their access within the United Center. DNCC-issued credentials determine the areas of access and have different levels of access for different work areas for the media. DNCC credentials are not name or photo-specific; USSS credentials are name and photo-specific.

If approved, news organizations who applied for media accreditation through their respective Congressional Press Gallery or DNCC Press Gallery will receive information about how to apply for USSS credentials, which will be communicated directly to the news organization's point of contact.

Congressional Press Gallery Overview

Daily Press Gallery

All publications (foreign and domestic), wire services and online publications affiliated with daily news organizations.

Contact:

(202) 225-3945
conventions2024@mail.house.gov

Convention Website:

pressgallery.house.gov

Periodical Press Gallery

All magazines, newsletters, non-daily newspapers and online publications.

Contact:

(202) 224-0265
periodicals@saa.senate.gov

Convention Website:

periodicalpress.senate.gov

Press Photographers' Gallery

All photographers representing news organizations and news publications. Freelance photographers must be on assignment from a news organization to be considered for credentials.

Contact:

(202) 224-6548
press_photo@saa.senate.gov

Convention Website:

pressphotographers.senate.gov

Radio-TV Correspondents' Gallery

All radio and TV news organizations and programs including online news sites with original audio and video.

Contact:

(202) 224-5214
rtvconventions2024@mail.house.gov

Convention Website:

radiotv.house.gov

Key Dates

May 31

Deadline to apply through the DNCC Press Gallery

July 8

Deadline to complete application for USSS credentials

Weekend before convention

Credential pick-up at TBC location

FAQ: Credentials

When will I know whether I receive a credential?

Media outlets have been notified by their Congressional Press Gallery whether their organization will be credentialed in August. In the coming weeks, the relevant Congressional Press Gallery will be in touch on the final number of credentials provided to each organization.

Will U.S. Secret Service (USSS) credentials be required for media?

Yes, after receiving a credential through the respective press gallery, media will receive the application for a USSS credential. The application will be sent to approved outlets through their respective credentialing gallery. The deadline to apply for a USSS credential is Monday, July 8.

HOUSING

Chicago has more housing supply available to the media than any recent cycle. All official DNC contracted hotels are within a five-mile radius of the two primary convention facilities: the United Center for official proceedings and primetime programming and McCormick Place for daytime party business. Each area is connected by robust public transit, within a five mile radius, and supported by DNCC-provided transportation.

All outlets that requested housing prior to the application deadline are being accommodated within the DNC contracted hotels. Allocation letters were sent via email. If you applied for housing before the deadline and did not receive an allocation letter, reach out to **medialogistics@demconvention.com**

Q&A: Housing

Can I still request housing?

We will do our best to accommodate all requests. The housing application form will be reopened after the Spring Media Walkthrough. If you would like to make a housing request, send an email to **medialogistics@demconvention.com**

How will outlets be notified of allocations?

Outlets will be contacted directly via a designated point of contact for each media outlet. Outlets will have a set period of time following the allocation notification to confirm whether they will use the offered rooms. Thereafter, unconfirmed rooms will be released back to the DNCC and assigned to other organizations.

What is the likely nightly cost of DNCC allocated hotels?

The average nightly rates range from mid-\$300s to mid-\$600s.

Is there a minimum night stay?

During convention week, there is a four-night minimum stay starting the evening of Monday, August 19, 2024 through the evening of Thursday, August 22, 2024.

Can I request rooms for dates before and after the convention?

The request form will allow an option to request hotel rooms prior to and following the convention.

TRANSPORTATION & PARKING

Chicago will offer more conveniences than ever before for delegates, media, and guests. Official convention activities are consolidated between the United Center, McCormick Place, and the downtown area, all located within a five-mile radius.

In addition to Chicago's robust public transit connecting all three areas, the DNCC will provide credentialed attendees transportation between contracted hotels and the United Center. Detailed transportation plans are being developed to facilitate swift access for media to the United Center and more information will be available at the spring media walkthrough.

Q&A: Transportation & Parking

Will there be parking for the media?

Media can request parking spaces on the workspace applications through their respective credentialing gallery. Media will be notified directly by the DNCC regarding their requests and parking locations. Additional details including any associated fees per parking spot will be announced closer to the convention.

Will there be nearby locations for drop-off and pick-up by ride sharing services?

Yes. The details of the locations will be communicated closer to the convention.

Will there be a drop-off/pick-up location for media-organized shuttles?

Yes. The details of the locations will be communicated closer to the convention.

Will there be DNCC shuttles from the media hotels?

Yes. There will be buses that run to and from the United Center and contracted media hotels. We will have more information available on the transportation, including hours of operation closer to the convention.

Will there be access to public transportation during the convention?

The United Center, McCormick Place and contracted media hotels are accessible by a robust system of public transit connecting them throughout the City of Chicago. Working with our security counterparts, we will have more information about recommended stops to access these different locations closer to the convention.

ACCESSIBILITY

The DNCC has added an Accessibility Advisor to their team in pursuit of its mission of hosting the most accessible Democratic National Convention in history. The Accessibility Advisor will work closely with the DNCC, Host Committee, United Center, McCormick Place, airports, hotels, and other venues as well as the Mayor's Office for Persons with Disabilities and other key experts to ensure the physical infrastructure and material presented during the 2024 Democratic National Convention meets and exceeds all relevant accessibility standards.

Should any reasonable accommodation be needed, please contact Bry'Shawna Walker at bwalker@demconvention.com



TECHNOLOGY

RF Coordination

Louis Libin, President of Broad Comm, Inc., will serve as the RF Coordinator for the 2024 Democratic National Convention. If you plan to bring any transmitting devices to the convention that have not been shared with the Radio-TV Correspondents' Gallery, please email medialogistics@demconvention.com with your RF plans no later than Friday, May 31.

If you have any questions for Lou, he can be reached at louislibin@broad-comm.com or 516 374-6700.

SECURITY

Security remains the top priority in the planning and execution of the 2024 Democratic National Convention. Chicago has a long and successful track record of hosting safe large-scale events, including NATO in 2012 and the Democratic National Convention in 1996. There were more than 1,900 meetings and conventions in Chicago in 2023, bringing in 2 million visitors and creating an economic impact of \$2.6 billion, according to Choose Chicago.

When Chicago was selected as the site of the Democratic National Convention in August, the U.S. Department of Homeland Security designated the convention as a National Special Security Event (NSSE). Since then, the United States Secret Service (USSS) has been coordinating with federal, state, and local law enforcement partners. The DNCC, City of Chicago, Chicago Police Department (CPD) and USSS are working closely to ensure the safety of city residents and convention attendees.

Workspace Security

Media organizations are responsible for the security of their own workspace and equipment. Although general security will be provided at the Convention, the DNCC is not responsible for the security and storage of private equipment. Information on hiring private security is available in the Rate Card.

Q&A: Security

When will the secure perimeter be announced?

USSS has indicated that preliminary information about the perimeter will be announced by the summer. Because of security considerations, we will not discuss the precise boundaries of the secure perimeter, and additional information about access points will be shared closer to the convention.

Where will the designated media entrances for entering the secure perimeter?

Further details about media access points will be available closer to the convention. There will be dedicated security checkpoints for media access and screening media equipment available through various modes of transportation.

Where is the designated protest area?

The designated protest area will be managed by the City of Chicago. Additional information will be released by the mayor's office as we move closer to the convention.

What items will be prohibited during the convention?

The USSS will announce the prohibited items list as we move closer to the convention.

Will there be 24-hour access for media to the United Center workspaces?

Yes, workspaces will be available 24 hours a day following the completion of the security sweep by USSS.

Key Dates

July 8

Deadline for media to apply for USSS credentials

Summer

USSS announces preliminary information about the secure perimeter

Weekend Before Convention

USSS sweep of United Center

SIGNAGE

For some media workspaces, signage opportunities are available. If signage is desired, all plans for hanging any such signage must be submitted for approval by the DNCC.

No fabrication should be initiated until written approval of the design is received. Plans for any signage to be displayed in or on a Broadcast Suite must include (i) calculations of the load, the load-bearing capacity and the strength of connectors for the structural element if the suite is going to bear the load of such signage and (ii) a detailed plan for details for removal of such signage and restoration of the Broadcast Suite.

The User may be creative in creating signage in compliance with the terms herein. There are no lettering or logo size limitations by which the User is bound with respect to signage design. Additionally, signage is not required to be rectangular. As a general guideline, any signage placed in or on any Broadcast Suite should not exceed the area of a 4 foot x 11 foot space (about 44 square feet) per Broadcast Suite.

Subject to prior approval of the DNCC, signage may be displayed on the top, bottom or sides, or hung and illuminated from the inside, of the Broadcast Suite. Only one external facing sign intended to be visible from the seating bowl will be allowed. All signage must be located within the boundaries of each assigned Broadcast Suite. The User may display more than one sign within the available square footage. The ribbon displays above the Lower Level Broadcast Suite will be operated and may not be covered. Signs must be installed by the Event Manager (or its approved subcontractor).

Among the applicable limitations are the following:

- Banners are not allowed.
- Suite signage must be rear-illuminated and non-flashing.
- Signage is not permitted at floor drops or platforms.
- Signage is not permitted at stand-up positions.
- Signage is not permitted at camera positions (apart from unobtrusive symbols needed by “spotters” and subject to approval by the DNCC).
- Signage may not impede the sight lines of the suites or seats above, below, or to either side of the organization’s booth.

Electronic Display Signage

The User may choose to display electronic signs or screens, provided, however, the User must submit any images planned for display along with a proposed display schedule as part of the approval process established by this Agreement.

Backlighting

The placement of backlighting might effectively thrust some portion of the suite structure forward at the top. All such backlighting schemes must be designed carefully with respect to usable sight lines above the suite and must fit aesthetically with the overall look of the arena.

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