On behalf of the 2020 Republican National Convention, I want to thank you for your interest in the Spring Media Walkthrough. While our Spring Media Walkthrough looks a little different this year, we promise to continue providing you with all of the information and access you need to plan your coverage of the convention this summer. Despite the difference in our method for delivery, this year’s media event is being hosted ahead of schedule and we continue to work hard to ensure the convention is a tremendous success.

As we consider our post COVID-19 recovery, I believe our convention will take on an even greater role in the civic life of our country and the economic rejuvenation of Charlotte and the Carolinas. We have fantastic partners in Charlotte and beyond helping to ensure this convention is a five-star event and the economic boost local businesses, large and small, need.

As we have done throughout our planning, we will continue to ensure the convention prioritizes the health and safety of delegates, media, guests and community members. We recognize all major public events will require new processes and protective measures in response to COVID-19, and we are engaged with the relevant groups who will be helping to develop those guidelines to ensure we host a healthy and safe convention here in Charlotte.

This August, you will have a front row seat as tens of thousands of guests and partners gather to witness history unfold. We are excited to show you the creative and innovative ways we are working to make 2020 the best convention yet. To do this, we have revamped the entire venue booking process, activated more space with sightlines inside the arena and worked closely with local businesses, hotels, and venues to provide a five-star experience.

The convention will be one of the largest media events in the world – hosting thousands of local and national media and an international press corps second only in size to the 2016 Rio Olympic Games. To better serve media’s needs, we are increasing customization capabilities on Media Row and enhancing proximity to ensure convenience and access. Our hope is to provide you and your colleagues with an innovative and useful space as you cover this year’s crowning event.

We continue to strive to provide you maximum access while helping you showcase the convention and the great City of Charlotte to billions of viewers across the globe. With an international spotlight and more than 50,000 visitors in attendance, this historic event will leave a lasting impact: promoting local businesses, increasing visibility of all that Charlotte offers, and generating millions of dollars across the region.

It is the perfect host city, and we are grateful for our close partnerships with Charlotte, Mecklenburg County, local businesses and stakeholders. We are thrilled to be a part of this exciting experience for the region, and hope you are too.

All eyes will soon be on Charlotte as we re-nominate President Donald J. Trump, and I invite you to be a part of history and join us in covering the 2020 Republican National Convention.

Marcia Lee Kelly
President and CEO
2020 Republican National Convention
CONVENTION STAFF CONTACTS

For your convenience, contact information for the 2020 Republican National Convention staff who will assist you with your planning to cover this historic event is listed below. We encourage you to read all instructions for credentials, ticketing, workspace and housing before making inquiries.

**Media Operations Department**

The Media Operations Department is responsible for operational and logistical issues such as media ticketing, media seats, workspace, camera positions, broadcast booths, stand-up broadcast positions and cabling.

Media Operations works closely with the four Congressional Press Galleries and members of the Network Pool on allocation of tickets, workspace and other needs. For questions about applying for tickets and workspace, members of the media should contact the appropriate Congressional Gallery, identified on the following pages, related to their publication/organization. For example, a radio station applying for tickets should contact the House Radio/TV Gallery.

Lisa Shoemaker  
Director of Media Operations  
lshoemaker@2020gopconvention.com

Anthony Landi  
Media Operations Technical Director  
alandi@2020gopconvention.com

Laura Lee Lewis  
Media Operations Manager  
llewis@2020gopconvention.com

Jake Carnes  
Media Operations Coordinator  
jcarnes@2020gopconvention.com

**Communications Department**

The Communications Department creates an environment that amplifies the message of the convention across a variety of platforms including traditional press and digital channels. The team builds and manages a surrogate operation that facilitates media outreach, while simultaneously responding to inquiries, issuing news releases and working with the RNC and the nominee’s press staff before and during the event. Additionally, this department oversees all digital content pushed through convention channels. This department is responsible for generating creative content, managing the convention’s social media accounts and updating the convention website as well as partnering with digital and tech firms to help create the best online experience for the convention’s followers.

press@2020gopconvention.com  
digitaldept@2020gopconvention.com
Use of the Official COA Logo

The Official Convention Logo is an important part of the convention’s image and reflects the core principles of our Republican Party as well as the strong relationship with the Charlotte-Mecklenburg area. The Committee on Arrangements (COA) has developed an External Logo Use Policy providing guidelines for proper and acceptable use of the Official Convention Logo to preserve its integrity and protect the convention’s brand. The Official Convention Logo is trademarked as the intellectual property of the COA, and it may not be used for any purpose without the express permission of the COA. To request a copy of the External Logo Use Policy or to request to use the official logo, contact Branding at brand@2020gopconvention.com and provide the following information:

• Name of the requester (individual and organization)
• Proposed purpose of the use of the Official Convention Logo
• Proposed format of the Official Convention Logo
• Medium context in which the Official Convention Logo will be used
• The date(s) or period(s) when the Official Convention Logo will be used
GENERAL MEDIA INFORMATION

Convention Broadcast
The COA will again provide an RNC-branded live broadcast HD switched feed. This feed will be available before each session begins and will end shortly after each session ends. This feed will include two channels of full convention audio in stereo, one mono channel of crowd, one channel of Spanish translation and Closed Captioning.

The number of cameras and the camera plot is still developing but as in the past this will be a fully produced show, ready for air.

This feed will only be streamed this year. For more information, contact Anthony Landi at alandi@2020gopconvention.com.

Access Dates
Anticipated media access dates for the convention venues are as follows:

• July 23 - Spectrum Center

Venue Access Disclaimer:
Freeman will receive shipments at the Spectrum Center beginning Wednesday, July 29. Prior to your arrival and access dates of venues, reach out to your Freeman contact or Paola Martinez at paola.martinez@freeman.com for confirmation of status of any buildouts or suite modifications.

• August 3 (Rolling Basis) - Charlotte Convention Center

Earlier scheduled move-in may be available upon request. To request earlier access, contact Media Operations at mediaops@2020gopconvention.com.

Transportation Services
Transportation Management Services (TMS) is the official transportation services provider for the 2020 Republican National Convention. TMS will manage a fleet of over 350 modern, air-conditioned buses during convention week to provide greater accessibility for media members and convention attendees.

Convention shuttles will provide scheduled transportation with continuous service throughout the convention period for the short distance between Spectrum Center and the Charlotte Convention Center.

Transportation Network Companies such as Uber/Lyft and other app-based ride-sourcing services along with taxis will be a part of the comprehensive transportation plan for the 2020 Republican National Convention.

Additional details related to drop-off and pick-up locations will be available at a later date.

Parking
There will be a limited number of parking spaces reserved for the media during the week of convention. The location, number of spaces and fee per space will be made on a rolling basis in late summer. All applications for parking must be submitted by May 1.

To request parking for the 2020 Republican National Convention, complete the online hotel request form: www.onpeak.com/rncmedia.

Media parking spaces will only be assigned to approved and ticketed media.

Once parking is assigned, the COA will generate an electronic invoice to each media entity receiving reserved parking through the COA. Payment can be made via credit card. For more information contact Media Operations at mediaops@2020gopconvention.com.

To request parking for any technical vehicles (satellite trucks, mobile units, etc.) contact Anthony Landi at alandi@2020gopconvention.com.

Media entities will be assigned positions in late summer. Parking spaces closest to the Charlotte Convention Center will cost $200. Parking spaces closer to the Spectrum Center will cost $250. Parking spaces will be available beginning August 23.

ADA Accommodations
The COA will accommodate requests in compliance with the Americans with Disabilities Act (ADA) and is committed to providing the resources to ensure a convention that is accessible to all guests.

All inquiries should be directed to ADA at ADA@2020gopconvention.com.
CONVENTION SECURITY PROCEDURES

**Media Accreditation**

All media attendees will be required to submit Personally Identifiable Information (PII) to the USSS for background checks. Once approved, the USSS will issue a media credential. USSS media credentials will be issued with convention tickets the week before the event.

During the media credential application process, you will likely receive emails to your inbox from two Ardian addresses. Save the email addresses below to your contacts to ensure delivery. Requests@mco2020.pvitl.com will also serve as the support email address should you have any technical difficulties during the application process.

no-reply@mco2020.pvitl.com  requests@mco2020.pvitl.com

The USSS media credential DOES NOT provide access into the secure perimeter without a convention ticket. In order to access the secure perimeter, you must have both the USSS media credential and a 2020 Republican National Convention ticket.

Specific inquiries should be directed to the COA Security Department at COAsecurity@2020gopconvention.com.

**Private Security Firms**

Arrangements and contracts for private security are the sole responsibility of the individual or entity requesting private security. All private security personnel will require a 2020 Republican National Convention ticket to access the convention perimeter. The level of access for private security will be determined by the level of access assigned to the convention ticket. If you wish to contract with a private security company, notify the COA Security Department at COAsecurity@2020gopconvention.com for registration of the company.

**Private Security Firms Available:**

<table>
<thead>
<tr>
<th>Firm Name</th>
<th>Contact Person</th>
<th>Phone Number</th>
<th>Email Address</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Access Investigations, LLC</td>
<td>Ken Richardson</td>
<td>704-562-4623</td>
<td><a href="mailto:allaccessinvestigations@gmail.com">allaccessinvestigations@gmail.com</a></td>
<td><a href="http://www.allaccessinvestigations.com">www.allaccessinvestigations.com</a></td>
</tr>
<tr>
<td>Epic Services &amp; Consulting, LLC</td>
<td>Robert C. Moore</td>
<td>828-217-1806</td>
<td><a href="mailto:rcm@epic-luf.com">rcm@epic-luf.com</a></td>
<td><a href="http://www.epic-luf.com">www.epic-luf.com</a></td>
</tr>
<tr>
<td>Black Tie Protection Services</td>
<td>Eli Nimni</td>
<td>845-782-3909</td>
<td><a href="mailto:hr@btpsinc.com">hr@btpsinc.com</a></td>
<td><a href="http://www.btpsinc.com">www.btpsinc.com</a></td>
</tr>
<tr>
<td>Strategic Security Corporation</td>
<td>Joseph Sordi</td>
<td>888.772.7475 ext. 101</td>
<td><a href="mailto:jsordi@ssctu.com">jsordi@ssctu.com</a></td>
<td><a href="http://www.ssctu.com">www.ssctu.com</a></td>
</tr>
</tbody>
</table>

All private security firms that operate in the state of North Carolina must be licensed and registered with the Private Protective Services Board (PPSB). The purpose of the PPSB is to administer the licensing, education and training requirements for persons, firms, associations and corporations engaged in private protective services within North Carolina.

A complete list of licensed private security firms registered with the North Carolina PPSB is found at the link below. If you would like a complete list of all security guard companies licensed in North Carolina, do not enter any information in the fields, check the box next to “Security Guard and Patrol,” and click search.

https://pppsapplication.permitium.com/publicapp/actives/licensee/list

**July 17**  Ardian/USSS Credential Application Deadline
**PROHIBITED ITEMS**

- Aerosols
- Alcoholic beverages (if not directly, supplied by approved convention caterers)
- Ammunition
- Animals other than service/guide animals
- Gas mask or similar device (except for medical oxygen purposes)
- Any other item determined to be a potential safety hazard
- Any projectile launchers such as water guns and water cannons
- Balloons or other inflatable items
- Banners
- Baseballs
- Bicycles
- Bottles or cans including canned goods
- Coolers or containers of any type
- Drones and other unmanned aircraft systems
- E-cigarettes or Vapor items
- Explosives, fireworks, rockets or any incendiary device
- Flashlights, unless authorized by the Committee on Arrangements Event Production or Security Divisions
- Foghorns or airhorns
- Food or beverage
- Frisbees, beach balls, tennis balls, etc.
- Glass objects of any kind
- Grappling hooks, sledgehammers, hammers, crowbars
- Illegal substances
- Knives (regardless of size; pocket or otherwise)
- Ladders
- Laser lights, laser pointers
- Leatherman or similar tools
- Locks including, without limitation, padlocks, bicycle locking devices, chain locks, or similar devices
- Lumber including pipe and tubing
- Mace, pepper spray or other chemical irritant
- Noisemakers of any kind, unless authorized by convention officials
- Packages
- Poles and sticks; selfie sticks
- Recreational motorized mobility devices; motorized scooters
- Rope, chain, cable, strapping, wire, string, line, tape, or any similar material, in lengths greater than six feet
- Sharp and/or pointed objects; razor blades, scissors, knitting needles, etc.
- Signs or placards of any kind; Support for signs and placards
- Sound amplification equipment
- Strollers or carriages
- Structures
- Tents and other shelters, sleeping bags, sleeping pads, mattresses, cots, hammocks, stoves
- Toy guns
- Umbrellas or umbrellas with metal tips
- Video cameras
- Voice enhancement devices
- Weapons or firearms of any kind and replicas of any kind
- Whole fruit
- Wi-Fi Disrupters

*No unopened envelopes or packages will be permitted inside the 2020 Republican National Convention perimeter. All items must be opened and available for inspection/screening.*

**GENERAL SERVICES CONTRACTOR**

Freeman has been selected as the General Services Contractor for the 2020 Republican National Convention. They have served in this role since the 1984 Republican National Convention in Dallas, TX.

Services and equipment available from Freeman include:

- Furniture
- Drywall Construction
- Room Dividers or Pipe and Drape
- Material handling
- General labor
- Signage
- Electrical Distribution, Cabling
- Aerial Rigging and Audio/Visual Services

Freeman has a long history of using recycled materials and will continue its environmentally friendly business practices at the convention. Freeman will modify the suites to be used by the affiliate and independent broadcasters as well as construct all camera stands, stand-up broadcast platforms and network anchor booths. Freeman will also handle space layouts and mark areas for setup.

The following functions will also be handled by Freeman or a subsidiary or subcontractor thereof:

**Cable Routes & Cable Installation**

Freeman will work in conjunction with the COA to identify all approved cable routes in and between Spectrum Center and the Charlotte Convention Center. Freeman will manage and provide services and labor as needed to install and remove temporary media cable in public areas as required. All media cable must follow the approved routes.

Cabling questions should be directed to:

Christy Akin  
Client Solutions Director  
Christy.akin@freeman.com  
949-290-5598

**Move-In**

All unloading and other move-in operations including freight handling will be coordinated and supervised by Freeman.

To schedule a move-in, contact:

Freight Operations Manager  
Sam Blanton  
sam.blanton@freeman.com  
702-208-0676
Shipping & Receiving
Freeman will receive shipments in Spectrum Center beginning July 29 and at the Charlotte Convention Center beginning August 3 for workspace areas and August 10 for Media Row. Shipments arriving before these dates may be refused by the respective facilities. Any charges incurred for early freight accepted by the facility will be the responsibility of the media organization. Shipments must be received by August 19 to avoid delays in having materials delivered to designated areas. Items should be shipped to:

### Spectrum Center/Space #
2020 Republican National Convention
C/O Freeman
333 E Trade Street
Charlotte, NC 28202

### Charlotte Convention Center/Space #
2020 Republican National Convention
C/O Freeman
501 S College Street
Charlotte, NC 28202

Venue Access Disclaimer:
Freeman will receive shipments at the Spectrum Center beginning Wednesday, July 29. Prior to your arrival and access dates of venues, reach out to your Freeman contact or Paola Martinez at paola.martinez@freeman.com for confirmation of status of any buildouts or suite modifications.

Telecommunications
The convention will be providing access to diverse carrier options for video and connection to long haul services through Charter Communications and AT&T. Charter Communications will provide a rate guide for services in and around Spectrum Center and the Charlotte Convention Center, including cable TV service. AT&T will provide services in several sponsored constructed media seating areas in the arena. Service Center locations for both providers will be located inside Spectrum Center and Charlotte Convention Center to accommodate changes and provide repair services.

- **Charter Communications**
  - 866-519-0494
  - enterprise.spectrum.com/RNCservices
  - Deadline: CATV Request
  - Date: July 31
  - Charter Communications rates will be subject to availability and expedited fees.

- **AT&T**
  - clt2020media@att.com
  - Deadline: Date: July 31
  - AT&T rates will be subject to availability and expedited fees

**Dark Fiber**
Dark fiber connectivity between Spectrum Center and the Charlotte Convention Center will be provided by Charter Communications. To request dark fiber, contact Charter Communications at 866-519-0494.
Charter Communications will provide the 2020 Republican National Convention’s in-house HDTV system, carrying live convention coverage. Coverage will include the convention’s feed, the press conference room, national news channels and local Charlotte stations. Contact Charter Communication for additional information regarding pricing and ordering.

Stations included in the lineup will be the following:

<table>
<thead>
<tr>
<th>Station</th>
<th>Media Content</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABC (WSOC)</td>
<td>MSNBC</td>
</tr>
<tr>
<td>CBS (WBTV)</td>
<td>Telemundo</td>
</tr>
<tr>
<td>FOX (WJZY)</td>
<td>Univision</td>
</tr>
<tr>
<td>NBC (WCNC)</td>
<td>Fox Business</td>
</tr>
<tr>
<td>CW (WCCB)</td>
<td>CNBC</td>
</tr>
<tr>
<td>PBS (WTVI)</td>
<td>BET</td>
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<tr>
<td>WAXN</td>
<td>TV1</td>
</tr>
<tr>
<td>Spectrum News</td>
<td>C-SPAN</td>
</tr>
<tr>
<td>Central North Carolina</td>
<td>C-SPAN 2</td>
</tr>
<tr>
<td>Fox News</td>
<td>Network Pool</td>
</tr>
<tr>
<td>CNN</td>
<td>2020 Republican National Convention Program</td>
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<td></td>
<td>2020 Republican National Convention</td>
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<td>with Open Captioning</td>
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<td>2020 Republican National Convention/</td>
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<tr>
<td></td>
<td>Spanish Translation</td>
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<tr>
<td></td>
<td>2020 Republican National Convention/Press Conference Room</td>
</tr>
</tbody>
</table>

**Media Housing**

The COA has reserved 15,000 rooms in 120 hotels, all within a 30-mile radius of Spectrum Center. All applications for housing must be submitted by May 1. To request housing for the 2020 Republican National Convention, complete the online hotel request form at www.onpeak.com/rncmedia.

Hotel assignments will begin late spring and will be announced on a rolling basis. Hotel rooms will only be released to ticketed and credentialed media. The hotel assignment and hotel confirmation will be sent to your designated contact from donotreply@onpeak.com with subject line “Hotel Confirmation for the 2020 Republican National Convention.”

When booking hotel room, the following is required:

- A name and valid credit card is required for each room
- A $200 deposit will be required for each room
- A five (5) night minimum stay is required (Sunday, August 23 through Thursday, August 27). Cancellation policies will be included in your confirmation email
- Extended stays for pre- and post-convention dates may be requested and will be allocated based on the hotel’s availability

Questions regarding media housing contact:
mediaops@2020gopconvention.com hotels@2020gopconvention.com

**Hospitality**

All inquiries regarding catering, florists or business services should be directed to Taylor Slate, Event Manager at hospitality@2020gopconvention.com or 980-263-1436.

Below are the catering contacts at Spectrum Center and Charlotte Convention Center.

**Spectrum Center**
Lindsey Boedecker
Senior Catering Sales Manager, Levy
lboedecker@Levyrestaurants.com

**Charlotte Convention Center**
Elizabeth Wehrheim
Director of Catering
Elizabeth.wehrheim@charlotteconventionctr.com

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**CONVENTION WEEK LOGISTICS**

**Off-Site Venues**

If you are looking for a unique Charlotte venue to host your event(s), view the online venue guide at www.2020venues.com. Using our venue-booking process, you can find over 160 Partner Venues on our website that are all available for booking on a first-come, first-served basis. If you have any venue-related questions or would like recommendations, contact Venues at venues@2020gopconvention.com.

In addition to the Online Venue Guide, the COA for the 2020 Republican National Convention is pleased to now offer an Online Vendor Guide that can be found at www.2020venues.com/vendors. This guide is your one-stop-shop to access local vendors from North Carolina and South Carolina that provide various services for your convention-related events.
PRESS GALLERIES/WORKSPACE INFORMATION

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(continue on reverse)
The COA has again delegated responsibility for managing and approving media applications for tickets, workspace and certain other functions to the four Congressional Press Galleries. The relationships between the Galleries and the party nominating conventions date back to 1912.

Each Gallery is governed by an elected committee of journalists from the membership of that Gallery.

Each Gallery has a presence in the U.S. House of Representatives and U.S. Senate with the exception of the Press Photographers Gallery, whose office is only in the U.S. Senate. You will find the primary contact information for each Gallery responsible for accreditation and workspace applications for the convention on the following pages.

**Gallery Offices**

Each Gallery will have an assigned office for the issuance of convention tickets and USSS credentials. The Galleries will notify media outlets of the specific location of these offices, as well as the dates and hours when tickets and credentials will be issued. No ticket or credential will be mailed.

**HOUSE RADIO & TELEVISION**

The Radio/TV Gallery represents radio and television news organizations and programs including online news sites with original audio and video.

**House Radio/TV Gallery**

Olga Ramirez Kornacki, Director

U.S. Capitol, H-320

Washington, DC 20515

202-225-5214

rtvconventions2020@mail.house.gov

radiotv.house.gov/conventions

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**HOUSE RADIO & TELEVISION**

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U.S. Capitol, H-320

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Olga Ramirez Kornacki, Director

U.S. Capitol, H-320

Washington, DC 20515

202-225-5214

rtvconventions2020@mail.house.gov

radiotv.house.gov/conventions
HOUSE DAILY PRESS

The House Daily Press Gallery represents daily newspapers, foreign and domestic news wire services and online publications affiliated with daily news organizations.

House Daily Press Gallery
Annie Tin, Director
U.S. Capitol, H-315
Washington, DC 20515

202-225-3945
Annie.Tin@mail.house.gov
pressgallery.house.gov/conventions2020

PERIODICAL PRESS

The Periodical Press Gallery represents periodical publications, magazines, newsletters, non-daily newspapers and online publications.

Senate Periodical Press Gallery
Justin Wilson, Director
U.S. Capitol, Room S-320
Washington, DC 20510

202-224-0265
periodicals@saa.senate.gov
periodicalpress.senate.gov

PRESS PHOTOGRAPHERS

The Senate Press Photographers Gallery represents photographers from qualified publications and news services who plan to cover the convention.

Press Photographers Gallery
Jeff Kent, Director
United States Senate
Washington, DC 20510

202-224-6548
Press_Photo@saa.senate.gov
pressphotographers.senate.gov

SPECIALTY MEDIA

Weekly Newspapers, Podcasts, Independent Vloggers/ Bloggers & College Media

In the event your organization is not credentialed through the Congressional Press Galleries, the COA has an accreditation process to accommodate your request for tickets, seating and/or workspace.

By no later than May 1, Specialty Media applicants must complete the online form at 2020gopconvention.com/specialty-media-application.

This form requires that applicants upload a letter written on behalf of the individual(s) requesting to cover the convention from their organization’s appropriate editor or news director. These letters should use the organization’s letterhead, be uploaded via the online application form, and include the organization’s request for tickets, seating, media parking and housing. A recent copy of the publication or online content featuring the work of the reporter should also be uploaded via the online application form.

Workspace

Constructed seats in Spectrum Center may be available to Specialty Media at a later date. Positions will cost $150 each. Reserved desks in the Charlotte Convention Center may be available to Specialty Media at a later date. Positions will cost $250 each. Specialty Media space is limited and will be assigned on a first-come, first-served basis.

Those accredited through the COA Specialty Media team may be able to use the Press Filing Center in the Charlotte Convention Center to file stories. Reserved positions in the Press Filing Center at the Charlotte Convention Center will be available to any accredited reporter for $250.

Journalists and content creators belonging to larger media organizations will be credentialed through those groups and use the workspace and other facilities assigned to the parent organizations.

Contact Specialty Media at Specialty_Media@2020gopconvention.com for further details and questions.
RF Coordinator

All transmitting equipment including television, radio, communication, data transmission and reception and wireless microphones must have their associated frequencies cleared and approved by the 2020 Republican National Convention Frequency Coordination Committee. Check points will be set up at select entrances for compliance. Operation of all wireless equipment will be monitored and the rules of operation strictly enforced during the convention. This includes the use of any and all equipment that emits radio frequency during operation. Mobile phones can be used without registration or approval.

The application form to apply for frequency use should be completed by all organizations wishing to use the listed devices at the convention. Outlets can request frequency application forms by contacting rfrequest@broad-comm.com. Direct all questions to Louis Libin at louislibin@broad-comm.com.

Prior to the convention, the Enforcement Subcommittee of the RNC Frequency Coordination Committee will schedule a series of RF tests called “Test Events.” These tests will ensure all wireless transmitters will operate correctly and without interference, regardless of the volume of radio frequencies throughout the convention. The Enforcement Committee will organize the tests from a central location. In addition, each individual venue within the convention complex will be tested. During these tests, every transmitter scheduled to be used in the venues will be powered on in a pre-determined order. The two test events will be the Friday and Saturday prior to the start of the convention beginning at 9am.

Press Seating

Writing Press Stands will be located on Level 2 of the Spectrum Center in Sections 220, 221, 230, 231 and 232. The House Daily Press Gallery and House Periodical Press Gallery will assign constructed workstations with seats and electrical power within the Writing Press Stands.

Telephone and computer lines may be ordered through AT&T at specific seat locations. The payment of $150 per constructed workstation is due by July 13. Refer to page 32 for additional payment details.

A limited number of constructed workstations with seats and electrical power may be provided for Specialty Media in designated locations within Spectrum Center. The COA will assign positions to Specialty Media entities. If assigned a position, interested parties must pay $150. Telephone and computer lines may be ordered for installation at specific seats. See page 32 for payment details.

Anchor Booths & Broadcast Suites

Broadcast suites have been assigned to media outlets by the House Radio/TV Gallery and will be located among the suites on the Event Level 1, Founders and Suite levels. Approximate measurements for each position are listed on page 23. Signage rules and regulations for these positions are listed on Page 28. Suites allocated to broadcasters are for news purposes only.

Members of the Network Pool have selected Anchor Booth locations on the Event, Founders and Suite Levels.

Stand-Up Broadcast Positions

Stand-Up Broadcast Positions have been assigned by the House Radio/TV Gallery and are located on Level 1 and Level 2 of Spectrum Center. Additional outdoor positions have been assigned on the Founders level. Telecommunications services may be ordered through AT&T at indoor stand-up locations. See the diagrams on pages 36-43 for more information. Approximate stand-up broadcast position measurements can be found on page 23. See page 32 for payment details. The stand-up positions allocated are for news purposes only.

If your outlet would like to broadcast from an outdoor area adjacent to the convention venues that has not otherwise been identified in this guide, contact Anthony Landi at alandi@2020gopconvention.com no later than July 17 to confirm space availability. Each approved media organization is responsible for all buildout costs including but not limited to cabling, platform, removal and rebuild of any preexisting structures.
Radio Broadcast Booths
Radio broadcast booths have been assigned by the House Radio/TV Gallery and are located in Sections 225 and 226, directly behind the stage. See page 32 for payment details.

Additional broadcasting space will be available on Media Row located inside the Charlotte Convention Center. Workspace for radio organizations will be available in the Charlotte Convention Center. See page 32 for additional details.

Radio Broadcast Seats
The House Radio/TV Gallery has assigned constructed seats for radio broadcasters, located on Level 2 of Spectrum Center, for radio correspondents planning live coverage of the convention. These constructed seats will require a $150 fee, due by July 13. See page 32 for additional payment details.

Still Photographer Positions
A limited number of fixed photography positions for ticketed photographers will be provided in Spectrum Center on the Center Camera Platform, the two Side Camera Platforms located on each side of the stage and in Sections 102, 106, 210 and 214. Photography tickets will also give bearers roaming privileges in certain areas of Spectrum Center. The Press Photographers Gallery manages ticketing and access to these positions.

Digital Dark Room
The Digital Dark Room will be located on the Event Level of Spectrum Center. This space will allow accredited news outlets the opportunity to edit and transmit photographs from within Spectrum Center. The Press Photographers Gallery will assign all still camera positions and Digital Dark Room space. The cost of each position within the Digital Dark Room space will be determined by the number of assigned positions, and must be paid in full to Freeman.

Stand-Up Positions & Broadcast Suites
*Approximate Measurements

<table>
<thead>
<tr>
<th>Type</th>
<th>Location</th>
<th>Measurements</th>
<th>Quantity</th>
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<tbody>
<tr>
<td>Anchor Suite</td>
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<tr>
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<td>F41</td>
<td>1025 sq. ft.</td>
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</tr>
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<td>F42</td>
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<tr>
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<td>S01</td>
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<td>1</td>
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<td>F20</td>
<td>313 sq. ft.</td>
<td>1</td>
</tr>
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<td>F21</td>
<td>313 sq. ft.</td>
<td>1</td>
</tr>
<tr>
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<td>1</td>
</tr>
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<td>Loge Box</td>
<td>F23</td>
<td>370 sq. ft.</td>
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</tr>
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<td>Loge Box</td>
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</tr>
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<td>1</td>
</tr>
<tr>
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<td>642 sq. ft.</td>
<td>1</td>
</tr>
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<td>S52</td>
<td>642 sq. ft.</td>
<td>1</td>
</tr>
<tr>
<td>Media Suite</td>
<td>S53</td>
<td>468 sq. ft.</td>
<td>1</td>
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<tr>
<td>Radio Booth</td>
<td>Section 225</td>
<td>5’ x 8’</td>
<td>4</td>
</tr>
<tr>
<td>Radio Booth</td>
<td>Section 226</td>
<td>5’ x 8’</td>
<td>2</td>
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<td>Stand-Up Position</td>
<td>Founders Level Outdoor Deck</td>
<td>5’ x 8’</td>
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<td>Seating Section 103</td>
<td>5’6” x 11’6”</td>
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<td>Seating Section 116</td>
<td>5’ x 11’6”</td>
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<tr>
<td>Stand-Up Position</td>
<td>Seating Section 117</td>
<td>5’ x 11’6”</td>
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<td>Stand-Up Position</td>
<td>Seating Section 203</td>
<td>5’ x 11’6”</td>
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</table>

Stand-Up Positions & Broadcast Suites Pricing

See page 32 for payment instructions.
MEDIA WORKSPACE – CHARLOTTE CONVENTION CENTER

The Media Center will be located inside the Charlotte Convention Center on the Meeting Level. The Media Center is the distribution point for all press releases, calendars, program schedules and other relevant materials serving as the focal point for contact between the COA and the media.

The Charlotte Convention Center will also serve as the site of Media Row along with the majority of media workspace and the 2020 Republican National Convention Press Conference Room.

Surrogate Operations

Reporters and correspondents may use the services of this facility to schedule and obtain interviews and stand-up broadcast opportunities with members of the Republican Party, including delegates, alternates, elected officials, former office holders, party leaders and other party members.

Communications Services

Newspaper delivery service will be available to those in the Charlotte Convention Center through National News. Media organizations can submit requests prior to convention week by contacting Joe Skinker at joeskinker@nationalnews.com or 703-409-1776.

Media Row

Media Row, formerly known as Radio Talk Show Row, was officially unveiled at the 2016 Republican National Convention. This bustling space will play host to radio organizations, digital media, traditional media and new media entities. Media Row will serve as the central location for all COA surrogate activity creating a transformative and dynamic hub for members of the media and surrogates.

Workspace in Media Row will be open to talk and news radio, social media content creators, podcasts, livestreams, TV stand-ups and live broadcasters. The COA Communications Department will work to continuously pair media outlets and their interview requests with surrogates such as governors, members of Congress, party leaders, delegates and their guests.

Media Row during the 2020 Republican National Convention will be located in and around Richardson Ballroom inside the Charlotte Convention Center. In addition to 10’x10’ and 10’x20’ booth spaces, media outlets may design and build a custom booth.

Outlets approved to broadcast from Media Row must send concept plans by May 1 to the COA Media Operations Department at mediarow@2020gopconvention.com. Include any signage renderings in your concept plans for approval.

Booth Infrastructure Services

The contractor for Media Row will provide a host of services such as cabling, power, furniture and more. For additional information, visit 2020gopconvention.com/smwt.

The telecommunications providers for the convention have detailed pricing for internet and phone services. See page 32 for details.

Press Conference & Briefing Room

This facility, which opens the week prior to convention, will be the primary location for briefings and press conferences throughout the convention.

Press Filing Center

This year, rather than setting aside space for a traditional Press Filing Center, the 2020 Republican National Convention has created several first come, first served seating areas throughout the Charlotte Convention Center. Electrical outlets and hookups for laptops and other portable computers will be available. If you placed an order for a reserved desk, your space will be located in the Reserved Press Filing Center, located in Exhibit Hall B. The deadline to pay $250 for your reserved space is July 13. More information is available on page 33.
MEDIA POSITION & BUILDOUT GUIDELINES

Lighting Guidelines
The following guidelines will govern the use of lights within broadcast suites and stand-up positions:

• Lights should be able to focus in order to minimize adverse effects on the convention activities, convention guests, adjacent broadcast suites and stand-up positions
• The position and stability of light stands should be secured with weights or sandbags
• Lighting and equipment must not interfere with the venue’s LED ribbon
• Lights and equipment cannot extend beyond the confines of the broadcast suite or stand-up position. Booms and T-stands must be secured with safety latches and sandbags or weights at the base
• Lighting cannot shine back on seated convention guests
• No lighting will be permitted to extend out to areas where instruments are hanging above seated convention attendees
• Lights will be strictly prohibited on the convention floor

Broadcast Suite Lighting
• Lights cannot extend beyond the confines of the broadcast suite
• Truss or any other lighting equipment cannot extend above the ceiling nor buildout space of the broadcast suite
• Lighting and equipment must not interfere with the venue’s LED ribbon

Interior Stand-Up Position Lighting
• Lights and equipment for stand-up positions in sections 103, 116 and 117 cannot extend above the ceiling nor buildout space of the stand-up position
• No gear will be allowed in the stand-up position walkway
• Lights and equipment for stand-up positions in section 203 on the Level 2 must be positioned from the back of the stand-up position and placed no more than five feet (5’) off the back wall
• The maximum height is seven feet (7’). Lights cannot be placed at the front of stand-up positions
• No gear will be allowed in the stand-up position walkway
Signage

The following guidelines and restrictions will apply to media signage throughout the 2020 Republican National Convention complex.

All media signage must be approved by the COA prior to installation, and will be installed by Freeman. No backlight or LED signage may be installed on the Radio Broadcast Booths. No signage will be permitted within, upon or around stand-up positions. No signage will be allowed on the exterior of buildings in the convention complex.

All media organizations planning to install signage on the front of their broadcast position must submit a rendering to Media Signage at mediasignage@2020gopconvention.com by June 19. The request must include a rendering with dimensions of the signage and booth/suite, if applicable.

If outlets plan to provide their own light box, detailed specifications and drawings must be submitted to the COA by June 19. Orders for Freeman-provided light boxes are due July 10.

Non-Freeman light boxes approved by COA must be onsite and ready for Freeman to install no later than August 11. Freeman labor must install and remove all light boxes from any area inside the arena that is not within the interior of each media space.

Submit the labor request form from the Freeman service manual to confirm your requested installation and dismantling date and time. Include signage rendering with specifications and mounting instructions. All light boxes must be installed by Freeman no later than August 19. Contact Paola Martinez at paola.martinez@freeman.com with any questions.

Signage in Spectrum Center

All signage is subject to the following restrictions:

- No signage is permitted above the railing in the suites
- No signage above the suites
- Maximum weight may not exceed 250 lbs
- Signs may not inhibit sight lines of any seats or adjacent suite
- Signs may not extend beyond the assigned suite/booth dimensions including any mounting hardware required
- Signs may not interfere with proper installation of authorized signage in adjacent suites/booths
- All signage must be back-lit or LED with no flashing elements
- LED signage may be changed out in 30-minute increments and all signage that will be presented must be approved by the COA beforehand
- Hanging banners are not permitted

Signage Network Anchor Suites

Signs below the railing may be up to thirty inches high by fourteen feet long by three inches deep (40"H x 14’L x 3” overall depth) or no larger than 47 square feet within the interior side walls of each media space.

Signage for Existing Suites

Single Suites on Suite Level, F38 on Founders Level and E-325 on Event Level (not including Network Anchor Suites)

Signs below the railing may be up to thirty inches high by ten feet long by three inches deep (40"H x 10’L x 3” overall depth).

For Those With Multiple Suites on Suite Level

Organizations assigned two pre-existing suites must follow the same guidelines as those listed above for single suites, with the following exceptions:

- Signage below the railing may be up to 40 inches high by twenty feet long by three inches deep (40”H x 20’L x 3” overall depth)
- Maximum weight may not exceed 500 lbs
Signage For Temporary Suites

Single Temporary Suites on Founders Level
(not including Network Anchor Suites)

• Signs below the railing may be up to thirty inches high by eight feet long by three inches deep (40”H x 8’L x 3” overall depth)

For Those With Multiple Suites on Founders level
(not including Network Anchor Suites)

Organizations assigned two suites must follow the same guidelines as those listed above for single suites, with the following exceptions:

• Signage below the railing may be up to 30 inches high by sixteen feet long by three inches deep (40”H x 16’L x 3” overall depth)
• Maximum weight may not exceed 500lbs

Combination of Network Anchor and Affiliate Positions

If media entities are assigned affiliate positions next to a network position, sign size regulations apply as listed above for each individual position.

Signage in Charlotte Convention Center

The COA will provide standard directional signage within the common areas of the Charlotte Convention Center, including hallways, public catering areas, and other spaces open to all ticketed visitors. There will be no media signage allowed on, within or around these locations. Signage within assigned workspace must not interfere with adjacent workspace or Convention Center common areas.

If you need more information about the signage specifications for certain buildings or locations, contact Anthony Landi at alandi@2020gopconvention.com.

Media Row

Concept plans for Media Row are due by May 1 to the COA Media Operations Department at mediarow@2020gopconvention.com. Include any signage renderings in your concept plans for approval.
MEDIA PRICING & PAYMENT INFORMATION

Freeman Cable, Power, Furniture & Space Buildout Payment Deadline

<table>
<thead>
<tr>
<th>June 30 Deadline</th>
<th>Cable Order Payment</th>
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<td>Power, Furniture &amp; Space Buildout Payment</td>
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<tr>
<td></td>
<td>For detailed pricing information please refer to the Freeman Rate Guide.</td>
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Questions can be directed to:

Cable: Scot Miller, scot.miller@freeman.com
Electrical: Sydney Farris, sydney.farris@freeman.com
Freight: Christy Akin, Christy.akin@freeman.com
All other inquiries: Paola Martinez, paola.martinez@freeman.com

Telecommunications

<table>
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<tr>
<th>July 31</th>
<th>Charter Communications</th>
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<tbody>
<tr>
<td></td>
<td>Phone: 866-519-0494</td>
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<table>
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<th>July 31</th>
<th>AT&amp;T</th>
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<tbody>
<tr>
<td></td>
<td>Email: <a href="mailto:clt2020media@att.com">clt2020media@att.com</a></td>
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Anchor Booths, Broadcast Suites, Stand-Up Positions & Radio Booths

<table>
<thead>
<tr>
<th>May 11</th>
<th>50% Deposit (Non-Refundable)</th>
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</thead>
<tbody>
<tr>
<td>June 15</td>
<td>Final Full Payment</td>
</tr>
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</table>

Proceed to our electronic Freeman Pay site to securely submit your payment information.

https://www.freemanpay.com/460940

Network Anchor Booth Suites & Radio Booth Damage Deposits

| May 1   | $5000 per Broadcast Suite and $1000 per Radio Booth Deposits |

Please include event name, company name and specific space identification with payment.

Send to: CLT Host 2020, Inc
Post Office Box 31174
Charlotte, NC 28231

Constructed Press Stand Seating & Radio Broadcast Seats

| July 13 | $150 Full Payment |

Constructed press stand seating and radio broadcast seats are requested through the Congressional Press Galleries. Once constructed seats are assigned, the COA will generate an electronic invoice to each media entity receiving constructed seating through the COA. Payment can be made via credit card, ACH. For more information, contact Media Operations at mediaops@2020gopconvention.com.

Press Filing Center Reserved Spaces

| July 13 | $250 Full Payment |

Reserved desks in the press filing center are requested through the Congressional Press Galleries. Once reserved desks are assigned, the COA will generate an electronic invoice to each media entity receiving reserved desks through the COA. Payment can be made via credit card, ACH. For more information, contact Media Operations at mediaops@2020gopconvention.com.

Specialty Media Constructed Seats

Contact Specialty Media at specialty_media@2020gopconvention.com for further details.
MAPS

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Spectrum Center Founders Level ............................................ 38
Spectrum Center Suite Level .................................................. 39
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The 2020 Republican National Convention will be held at Spectrum Center from August 24 – 27, 2020. The 2020 Republican National Convention will take on an event greater role in the civic life of our country and the economic rejuvenation of the City of Charlotte, the region and the states of North Carolina and South Carolina.