

# **MOVE-IN, SHOW HOURS and MOVE-OUT**

SET-UP	Thursday, February 29	11 AM – 6 PM	All Vehicles Including Trucks & Vehicles with Trailers
	Friday, March 1	8 AM – 2 PM Carts ONLY after 12 PM	Cars, SUV's, Vans ONLY – NO TRUCKS OR TRAILERS  Drive In - From 8 AM – 12 PM ONLY  After 12 PM, all items must be hand carried or carted into the show - no vehicles will be allowed in the exhibit hall.
EXHIBIT HOURS	Friday, March 1	3 PM – 8 PM	Booth Must Be Complete By 2 PM
	Saturday, March 2	10 AM – 7 PM	Exhibitors Allowed in at 9 AM
	Sunday, March 3	10 AM – 5 PM	Exhibitors Allowed in at 9 AM
BREAKDOWN	Sunday, March 3	5 PM – 9 PM	No Early Breakdown Booth Must Be Open Until 5 PM Vehicles Permitted in the Hall at 6 PM.



# **MOVE-IN and MOVE-OUT DETAILS**

#### Move-In

#### February 29 – Thursday

MOVE-IN & SET-UP BOOTH DISPLAY FROM 11 AM UNTIL 6 PM

- Trucks and vehicles with trailers are permitted to drive into the exhibit hall Thursday starting at 11 am.
- Arrive early since there is often a wait to drive into the exhibit hall.
- All vehicles must be removed from the exhibit hall by 6 PM.

#### March 1 – Friday

MOVE-IN & SET-UP BOOTH DISPLAY. VEHICLES (**NO TRAILERS**) UNTIL NOON. CARRY-IN ONLY 12 PM - 2 PM.

- Drive-in access to the hall from 8 AM to 12 noon. All vehicles must be removed by 12 Noon.
- Passenger vehicles, vans, SUV's and pick-up trucks can drive into the exhibit hall on a first-come, first-served basis between 8 AM and 12 Noon.
- No trucks or vehicles pulling trailers are allowed into the Exhibit Hall on Friday.
- A 30-minute limit will be imposed on all vehicles entering exhibit hall.

Please: 1. Unload Materials

- 2. Remove Vehicle
- 3. Set-Up Booth
- 12 PM to 2 PM
  - Hand cart or carry in booth materials.
  - Please bring your own handcarts.

### **Move-Out**

## March 3 – Sunday

SHOW BREAKDOWN 5 PM TO 9 PM (NOT BEFORE 5 PM)

- No booth breakdown permitted prior to 5 PM on Sunday. Be considerate of late day shoppers.
- No booth materials or merchandise will be permitted to be removed from the Hall prior to 5 PM.
- When you move out, your booth space must be completely cleared of all trash and materials.
- The overhead door will open at 6 PM (1-hour after close of show). Vehicles will be permitted inside the hall at 6 PM on a first-come, first-serve basis.