

ACC NORTH HALL SELF-LOAD MOVE -IN PROCESS

SMALL ITEM – HAND CARRY MAY ENTER THROUGH MAIN ENTRANCE FROM ARENA PLAZA

- Only exhibitors who hand carry SMALL items may enter through ACC North Hall main entrance, Plaza Level to take the passenger elevators to Level 100 Exhibit Hall. Please note that four wheel dollies/carts are not allowed in the passenger elevator.
- Small items are considered anything that could be carried.

NORTH PARKING LOT (CarPark1)

SELF UNLOADING AREA PARK IN NORTH HALL PARKING GARAGE (CarPark 1) – DRIVE UP TO LEVEL P4

- The exhibitor self-load area is located on the P4 level of Car Park #1. All exhibitors will enter **Car Park #1** via the main entrance **located off of Katella Avenue** and be directed to this area.

All exhibitors will pay upon entry - \$25/day.

ACC Parking fees are \$25 per entry. Re-entry is allowed, driver must show a copy of paid receipt for same day entry & their exhibitor badge. Please note: Oversized vehicles longer than 19', cannot be accommodated in this lot.

- When utilizing the reserved unload/load area - There must be TWO people. One person to stay with the vehicle and another to walk product to the booth. Items unloaded cannot be left unattended.
- Exhibitors will check-in with staff at the self-load area. This area is limited to 30 minutes ONLY. Any unattended vehicles may be subject to ticketing and/or towing at the exhibitor's expense.
- The use of hand trucks, pallet jacks, lift gates or any other mechanical equipment is NOT permitted.
 - From this location exhibitors access the Exhibit Hall using **Freight Elevator #14**

NOTE: YOU MAY ALSO CHOOSE TO PARK YOUR CAR ON OTHER PARKING LEVELS AND LEAVE YOUR CAR PARKED WHILE YOU UNLOAD YOUR MATERIALS

GES CARTLOAD SERVICE PARKING GARAGE P4 (SAME LOCATION)

- **GES can help you unload your passenger vehicle.**
 - To order this service please contact GES.

- You must have TWO people.
- Must have “loose” product (nothing palletized/crated)
- Total weight of items must be less than 600lbs. (Cartloads that exceed 600lbs will be charged at standard Material Handling rates.)
- Vehicle must be an “acceptable” Personally Owned Vehicles (POV) – see below.
Personally Owned Vehicle (POV) - A Personally Owned Vehicle or POV is classified as any vehicle that is primarily designed to transport passengers, not cargo or freight.
- Examples of Personally Owned Vehicles (POV): Passenger vehicles under 1 ton: Car, SUV, Mini Van, Small pickup trucks, taxis, limos, Uber, Lyft, etc.
- What is not a Personally Owned Vehicle (POV): Company Vehicles of any kind, trailers, moving vans, U-Hauls, Cargo Vans, vehicle with a lift gate, materials on skids/pallets, crates, anything requiring moving equipment such as a palette jack, forklift, etc

ACC NORTH HALL SELF LOAD MOVE -OUT PROCESS

SMALL ITEM – HAND CARRY MAY EXIT THROUGH PASSENGER ELEVATORS TO ARENA PLAZA FROM LEVEL 100 EXHIBIT HALL

- Only exhibitors that have SMALL hand carry items may exit via the main entrance. All other exhibitors need to use elevator #14.
- Small items are considered anything that could be carried. . Please note that four wheel dollies/carts are not allowed in the passenger elevator.

SELF LOADING AREA PARK IN NORTH HALL PARKING GARAGE – DRIVE UP TO LEVEL P4 to the loading area.

Access level 100 Level using Freight Elevator #14. If in the Exhibit Hall on Level 100 – use the Freight Elevator #14 to access the loading area on P4. Follow signs from the exhibit floor.

- Exhibitors will be directed to the service corridor hallway at the back of the hall. Follow signs to Freight Elevator #14, which will take exhibitors to the self-loading area on P4. See map on next page.
- The exhibitor self-load area is located on the P4 level of Car Park #1. All exhibitors will enter Car Park #1 via the main entrance and be directed to this area.

- If parked your car for the day in the North Parking Lot you can simply make your way to the car with your small items and load directly to your vehicle.
- Please keep the drive aisles free of equipment at all times due to safety reasons.
- **GES CARTLOAD SERVICE PARKING GARAGE P4 (SAME LOCATION)**
- **• GES can help you load your passenger vehicle.**

ACC: All exhibitors will pay to park - \$25/day. Parking fees are \$25 per entry. Re-entry is allowed, they must show a copy of paid receipt for same day entry & their exhibitor badge. Oversized vehicles longer than 19', cannot be accommodated in this lot.

- There must be TWO people. One person to stay with the vehicle and another to bring product to the vehicle. Items cannot be left unattended in the self-load area.
- Exhibitors will check-in with staff at the self-load area. This area is limited to 30 minutes ONLY. Any unattended vehicles will be towed away at the exhibitor's expense.
- The use of hand trucks, pallet jacks, lift gates or any other mechanical equipment is NOT permitted.
- Vehicle must be an "acceptable" Personally Owned Vehicles (POV)