

## HAND CARRY/CARTLOAD AND PRIVATELY OWNED VEHICLE SERVICES – NORTH HALL

### PERSONALLY OWNED VEHICLE (POV)

What is a Personally Owned Vehicle? A POV, or personally owned vehicle, is any vehicle that is primarily designed to transport passengers, not cargo or freight. Please note that these vehicles cannot have any branding and/or company logos on them to be considered a POV.

Examples of POVs: Passenger vehicles under 1 ton: Small pickup trucks, passenger vans, taxis, limos, Uber, Lyft, Cars, etc.

What is not a 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 freight moving equipment.



### CARTLOAD SERVICE TO MOVE-IN & MOVE-OUT

Cartload Service: (600 lbs. max.) GES can help you unload your passenger vehicle.

[Order Cartload Service](#)

To Use Cartload Service

- Must have 2 people
- Must have “loose” product (not 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 “acceptable” as shown above

IF ALL ITEMS ABOVE APPLY, YOU MAY USE CARTLOAD SERVICE! PROCEED TO THE MARSHALLING YARD.

[Marshalling Yard Address](#)

- Move-In may happen at/or after the targeted Installation Start Time & Date.
- All cartload customers MUST go to the Marshaling Yard to check in FIRST.
- Check in with a GES Representative to obtain a dock pass and directions on where to be unloaded.
- Vehicles for Cartload Service will be unloaded first come, first served as dock space is available.
- GES will direct the vehicle toward the cartload area for unloading.
- Cars may not be left unattended at any time. There must be two (2) people with the vehicle; one person to go with the product to the booth space and one person to remove the vehicle from the dock.
- Cartload service has a 20-minute max time to unload. Personally Owned Vehicles that are left unattended will be towed away at the exhibitor’s expense.

POVs may park FREE at Angel Stadium, after unloading at the dock and then return to the ACC for booth set-up. To find parking [click here](#).

#### Marshaling Yard Hours:

Sunday, March 5	6:00 AM to 3:30 PM
Monday, March 6	6:00 AM to 3:30 PM
Tuesday, March 7	6:00 AM to 3:30 PM
Wednesday, March 8	6:00 AM to 3:30 PM

#### **HAND CARRY MOVE-IN & MOVE-OUT**

Hand Carry: (100 lbs. max.) An exhibitor can Hand Carry your own materials to your booth, provided you do not use material handling equipment to assist you and you are moving 100lbs max of freight. Use of hand carts, two-wheeled dollies, or any four-wheel cart or dolly is prohibited. You will not be permitted access to the loading dock or freight areas.

- Cars may not be left unattended at any time. There must be two (2) people with the vehicle; one person to go with the product to the booth space and one person to remove the vehicle. Items unloaded curb side cannot be left unattended. There will be a maximum 15-minutes to unload in the designated areas and any unattended vehicles will be towed away at the exhibitor's expense.
- Personally Owned Vehicle must be performed by a full-time employee of the exhibiting company and could be asked by the Union for proof of employment (paystub/benefits documentation).
- The use of hand trucks, pallet jacks, lift gates or any other mechanical equipment is NOT permitted by anyone other than GES employees.
- Move-in may happen at/or after the targeted Installation Start Time & Date.
- More detailed Targeted Move-In and Move-Out instructions can be found [by CLICKING HERE](#).
- Show Site Work Rules/Union Jurisdiction Regulations must be abided by and can be found [by CLICKING HERE](#).

#### Suggested Hand Carry Locations - North Hall

- Hand Carry Unloading Location: Plaza Level
- Larger Items (Includes any items stacked more than [2] boxes) go to the Unloading Location: Level 4 Parking Garage

#### Hand Carry Hours:

Sunday, March 5	8:00am-4:30pm
Monday, March 6	8:00am-4:30pm
Tuesday, March 7	8:00am-4:30pm

Make sure to check your Targeted Inbound Move-In and Installation Date & Time to make sure your booth will be ready.

#### **Still have Questions?**

If you still have questions about move-in be sure to use the contact information below to answer any questions you may have.

GES National Servicer: Contact GES if you have questions about order forms, need to place an order or need quotes for material handling or shipping. They can be reached at 1-800-801-7648

#### Natural Products Expo West 2022 Exhibitor Services Specialist:

Contact your Client Services Specialist if you have questions regarding Target Move-In dates, Hand Carry and Cartload processes or any other general questions you may have. [CLICK HERE](#).

Respect Clean Air and Turn Off Your Engine: Adhere to California's Anti-Idling Ordinance by not idling your vehicle for more than 5 minutes during the move in and move out.

Violation of this ordinance can result in fines between \$300 to \$1,000.