



JACOB K. JAVITS CONVENTION CENTER OF NEW YORK®

SERVICE ADVISORY No. 2-2017

1.6.17

**JAVITS CENTER ANNOUNCES WORK SITE PREPARATIONS
FOR UPCOMING EXPANSION PROJECT**

In order to prepare for the upcoming expansion project at the Javits Center, heavy equipment and materials are being installed in the West 39th Street yard, and as a result, there will be some slight changes to the move-in and move-out process, effective immediately. Site preparations have begun, including foundation work needed to ready the site for the upcoming expansion.

In order to accommodate customers, two new driver check-in areas have been installed along 12th Avenue, replacing the former check-in booth stationed just inside the West 39th Street gate. The check-in areas are designed for show decorators to check in freight during all events, improving the efficiency of the move-in process and creating a more user-friendly atmosphere.

For all drivers, the check-in process remains the same – it just starts at a new location. As in the past, drivers will park their vehicles and bring all necessary documents to the new check-in areas – storefronts located on 12th Avenue. Drivers will then return to their vehicles, and once they receive a call on their cell phone, drivers can proceed to the dock area through the West 39th Street gate to pick up their paperwork. All drivers must have their CDL on their person in order to enter the property.

If you have any questions regarding the move-in and move-out process, please contact your Event Solutions representative, and we will be happy to provide assistance.