



## MOVE-IN / MOVE-OUT INFORMATION

### Move-In

Friday, February 8<sup>th</sup>, 2019 10:00 AM- 6:00 PM

Pacific National Exhibition Forum  
2901 E Hastings St.  
Vancouver, BC, V5K 5J1  
Canada

Deliveries to the facility will be accepted starting at 10:00 AM Friday, February 8<sup>th</sup>, 2019. Please be sure to include your Company Name **AND** booth # on the packaging. **Exhibitor displays shipped to the Show will ONLY be accepted on Friday February 8<sup>th</sup> at the Pacific National Exhibition Forum. Any shipments arriving before this date will NOT be accepted.**

Vancouver **GOLFEXPO** 2019  
Company Name  
Booth #  
C/O Levy Show Services Inc.  
Pacific National Exhibition Forum  
2901 E Hastings St.  
Vancouver BC V5K 5J1

All vehicles should be unloaded immediately, at the west entrance of the building, then moved out to the parking lot. The only vehicles allowed on the show floor are those that form part of an exhibit, no delivery vehicles may be taken on to the show floor, unless previously arranged with Show Management.

All material handling will cease at 6:00 PM on Friday, February 8<sup>th</sup>.

Hand carried merchandise **ONLY** is permitted to be brought onto the exhibit floor on Saturday February 9<sup>th</sup> between 8:00 AM – 10:00 AM and Sunday February 10<sup>th</sup> between 8:00 AM – 10:00 AM.

Any moving of merchandise/equipment during show hours, without the approval of Show Management, is strictly prohibited.

All displays must be completed by 9:00 AM, Saturday, February 9<sup>th</sup> – unless otherwise arranged with Show Management.



### Move-Out

Exhibitors are urged to remove small cartons and open cases or products from the building immediately after the start of Move-Out, commencing at 4:00pm on Sunday, February 10th. All products and displays must be removed via the exhibitor entrance doors. While Show Management will take all reasonable security precautions to safeguard small items, immediate removal of such items will minimize the possibility of loss from pilferage.

All crates, crating materials, equipment and containers and exhibits must be out of the building by 8:00 PM on Sunday, February 10<sup>th</sup>.

**Exhibitors will not breakdown or start moving any part of their booth prior to 4:00pm on Sunday, February 10th.**

**NOTE: THERE IS NO OVERNIGHT STORAGE AVAILABLE AT THIS FACILITY. ANY ITEMS LEFT AFTER THAT TIME WILL BE CLASSIFIED AS STRANDED FREIGHT, REMOVED AND STORED IN THE WAREHOUSE OF THE OFFICIAL SHOW CARRIER AT THE EXHIBITOR'S EXPENSE.**