



2012 FALL HOME SHOW MOVE-IN/OUT

The time range (as indicated for your booth on the move in schedule) is for your display materials to arrive to the show site. You do not have to set up your booth during this allotted time, if it is not convenient. The devised schedule is based on your location in the show, the size of your booth, the capabilities of the docks and other factors. Not adhering to this schedule will cause a back up in the marshalling yard at the docks and possibly around your booth resulting in delays for all involved.

Why is it important for me to move in during this time?

Your move in time has been assigned to you based on specific requirements. **It is necessary to have your materials arrive in the time frame allocated to you.** Arriving at the marshalling yard off your scheduled time only congests the system, and creates delays for all.



Anyone not arriving during their scheduled move in time will be bypassed by anyone who is showing up on time, and will have to wait until space becomes available to unload.

How can I make move-in/out as easy as possible?

It is our intention to get your vehicle unloaded as soon as possible. This requires the cooperation of all. We need you to follow the schedule. **Putting your materials on pallets for quick unloading** also helps the process dramatically. Taking the extra time to load your materials on pallets will save you time when you need it most – on site! **Also, seriously consider the option of using the official carrier, ABF (see exhibitor kit online for forms & information).**

Do I have to go to the marshalling yard?

All vehicles must first go to the Marshalling yard for move in & move out. Please see Marshalling Yard map in the online Exhibitor Kit.

Questions regarding move in/out?

If you have questions regarding move in, please contact Sarah Han at 416-644-5460 or email at sarahh@marketplaceevents.com

Thank you for your cooperation in this matter.