

SYDNEY INTERNATIONAL BOAT SHOW 2019 MOVE-OUT NOTES – HALLS

If you have any questions or require further information please contact **Alicia 0448 833 199** or **James 0412 076 232** during the show.

There is also a move out schedule to give approximate times for when access to and from your stand will be the most clear.

Move out times:

Monday 5 August - Tuesday 6 August (Overnight move out)

NOTE: There is no access to the venue on Wednesday

Move out will commence at approx. 19:30 Monday 5 August.

The exact timing of the commencement of move-out will be determined by all members of the public leaving the halls, and **all exhibitors putting on their high visibility safety vest.**

All exhibitor equipment including boats and custom stands must be out of the halls by 3:00pm Tuesday unless by prior arrangement with Alicia or James.

SEMI TRAILERS

Semi trailers collecting equipment are encouraged to do so after 1:00pm on Tuesday to avoid the peak morning rush.

TUESDAY MORNING – PEAK CONGESTION TIMES

History shows that peak congestion time is Tuesday between 10:00am and 1:00pm.

Boats in halls closest to access doors are required to move out Monday night or to at least relocate and then be collected first thing Tuesday to avoid delaying others.

We expect all the shell walling to be down by Tuesday morning which will ease departure for boats.

AGILITY

Agility will not be running forklifts on Monday night unless organised prior for specific moves.

SHELL BOOTH EXHIBITORS – ALL HALLS

All shell booth exhibitors need to remove all items from booth walls and pack up all display items on Monday evening. Vehicle access will not be possible into the halls so display equipment will need to be carried or trolleyed to vehicles in the car park.

Any shell booth exhibitor leaving items in their stand overnight are required to remove items from the walls and move display items & equipment away from the walls, also empty any furniture hire item of its contents. This is important as all furniture will be collected on Monday night and the booth walls will begin to be dismantled overnight.

DOCK ACCESS FOR MOVE OUT

- Once the access doors to the loading docks are opened at approx 19:30, exhibitors with boats in front of these doors will be given priority to move their boats and create access for other exhibitors to then be able to move their boats.
- Once the first lot of boats are removed, we will start allowing vehicles into the dock area. We estimate this will happen at approximately 20:30.
- Exhibitors furthest away from the loading dock doors are asked to refrain from attempting to remove boats or bringing vehicles into the halls until Tuesday. Please be patient and allow boats to be moved out in front of you and wider pathways to open up.

Each vehicle that is driven into or out of the halls will require a spotter to walk the vehicle from their stand to the loading dock door. All vehicles must travel at walking pace. **Exhibitors will be required to provide spotters for all of their movements**, so please ensure you consider this in your planning.

OVERNIGHT ACCESS AND SECURITY ARRANGEMENTS

Exhibitors are advised:

1. Halls will be open through the night.
2. It is the responsibility of exhibitors to secure all of their goods, including boats.
3. Security of exhibits and other property is the responsibility of the exhibitor at all times. The Boating Industry Association Ltd is not required and cannot take out any insurance in respect to property of an exhibitor. It is the exhibitor's responsibility to insure all property; goods and equipment in transit to and from the exhibition site and for the duration of the show have appropriate insurance cover.
4. During move in and move out if your exhibit and products are going to be left unattended we recommend your products are secured in packing cases.
5. For trailer boats, the use of tow hitch locks and wheel clamps should be considered. If you elect to use one of these products please ensure that your vessels are left within the boundary of your stand and not in a position that may impede the movement of other exhibitors.
6. Any exhibitor leaving products or boats overnight who would like a designated security guard positioned on their stand can arrange this directly with James in advance of the show. An hourly fee will be charged.

GENERAL

- Fire doors and hose reels must not be blocked at any time.
- All persons on the Dock and in the Halls during move-out must wear enclosed footwear and HVC clothing.
- **Children 15 & under are not allowed inside the Halls or on the loading dock during move-out.** The entire site, is designated a Construction Site during move-in and move-out and **only bonafide workers normally covered by appropriate Work Cover Insurance will be permitted onsite.**
- No exhibitor is permitted to drink alcohol on the premises during move-out or perform any work under the influence of alcohol or illegal drugs.
- All vehicles must drive at a slow speed (including forklifts) - no greater than **5 kms per hour** and must have a spotter.