

EXHIBIT INSTALLATION - BOAT / BULK SPACE

BOAT AND BULK EXHIBITORS

INSTALLATION SCHEDULE

Sunday, February 12	8AM – 6PM	Monday, February 13	8AM – 6PM
Tuesday, February 14	8AM – 6PM		

- Exhibit move-in will begin on Sunday, February 12.
- **Complete and return the BOAT INFORMATION form By December 1.**
- Targeted move-in times will be assigned for boat and bulk space exhibitors on January 9.
- **MOVE IN / OUT BADGES**—No Move in Badges. All personnel should carry proper ID at all times.



MOVE IN/OUT & SHIPPING

Exhibit Install Pg. 1

Exhibit Install Pg. 2

Exhibit Removal

Brownell Systems

Freight Shipping
Procedures

Move In Information

Truck Route

Staging

SOUTH LOT There is no overnight parking allowed at anytime.

- All vehicles dropping off or picking up at the Boston Convention and Exhibition Center loading dock need to report to the South Lot. South lot is located directly across from loading dock entrance.

MOVE IN REQUIREMENTS

- Carpet Installation—If you are not using the Show's Decorator to install/remove your carpet you must abide by the carpet installation times located on the move-in schedule. **ALL CARPET MUST BE LAID IN ADVANCE OF YOUR MOVE IN TIME.**
- Shrink wrapping materials must be taken back with the empty trailers. If any needs to be disposed of, bundle it up for removal by the cleaners to the recycling bins.
- All hand-carried items must be brought in through the loading docks; no other doors are to be used.

BOAT HANDLING

- Exhibitors must inform us of boats which require handling, unloading, setting bridges, etc. on the Boat Information form. Boats to be handled must arrive according to our targeted schedule.
- All fuel tanks must be less than 1/8th of a tank and free of vapors. All tanks will be subjected to Fire Marshall inspection.
- The only vehicles allowed to drive into the hall are those vehicles towing boats. All other vehicles must unload at one of the loading docks.
- There is absolutely no tying off or use of the poles, beams or any building supports to unload boats.
- All boats must be accompanied by proper stands, blocks, dollies or trailers.
- **EMERGENCY SITUATIONS** - While at the show, the BCEC security will handle all emergency situations. Dial 2222 on a house phone or alert a security person. **DO NOT CALL 911.**