

Vehicle Operation & Staging Policy

Vehicles are permitted in exhibit hall areas strictly for the purposes of loading and unloading freight. Unless the vehicle represents an integral part of a display, they may not remain parked in the exhibit halls. Display vehicles must conform to fire codes as they pertain to fuel tanks and battery connections. See *Fire Safety Rules and Regulations*.

For the safety of everyone, motorized vehicles, including forklifts and trucks, must not exceed speeds of five miles per hour (5 mph) in all areas of the facility. The General Service contractor, on behalf of the event, is responsible for informing all vehicle drivers entering the facility regarding these rules, regardless of their affiliation with the event.

Vehicle Staging: All event-related vehicles must be staged in assigned and designated portions of the loading docks. There must be a clear and accessible fire lane around the facility at all times. Staging is not allowed without prior authorization from the facility administration. All trucks, trailers and equipment must be off the property at the completion of the event contract time. Failure to remove such items will result in impound fees at the expense of the contractor.

Truck Marshalling: Truck marshalling arrangements must be coordinated with your general service contractor. The facility may be hosting multiple events simultaneously, and we must maintain access to our loading docks and lobby entrances for all of our clients.