

LOAD-IN / LOAD-OUT INFORMATION LOWER LEVEL AREAS ONLY

FACILITY LOAD-IN/LOAD-OUT RULES

Please load-in all items from your car, place all items just inside the building, and immediately move your vehicle to the CMCC parking lot adjacent to the facility or into the Park Street Garage located directly across the street from the CMCC. **DO NOT** move items into your booth until your vehicle has been moved to a parking space. When you are ready to load-out, please make sure your entire exhibit space is packed and move your items to the door before retrieving your car. Your car can be parked for a limited time **ONLY** in the designated areas below to load-in/out items.

LOWER LEVEL PRE-FUNCTION AREA

*****If you Load-in/out at the MAIN Entry/Exit Doors on the Lower Level:***

When Loading or Unloading, please park your car in a parking spot in the CMCC parking lot adjacent to the facility or into the Park Street Garage located directly across the street from the CMCC. If you need to move your car closer to the building to load-in/out, please wait for a parking spot.

EXHIBIT HALL

*****If you use the Ramp or Loading Dock off the back of the Exhibit Hall:***

****DIRECTIONS from the Convention Center to the Loading Dock/Ramp Area:**

Trucks may not be able to make this turn into the parking lot therefore, head South on Lincoln Street (Pass Colonial Life Arena), Turn Right onto Greene Street, Turn Right onto Gadsden Street. This will take you behind the Colonial Life Arena to a ramp that goes up to the area behind the CMCC.

*****If you Load-in/Load-out at the Side Door Entrance leading directly into Exhibit Hall from parking lot:***

When Loading or Unloading, please park your car in a parking spot in the CMCC Parking lot adjacent to the facility or into the Park Street Garage located directly across the street from the CMCC. If you need to move your car closer to the building to load-in/out, please wait for a parking spot. Load your items in/out via the Exhibit Hall side door beside parking lot.

Your vehicle will be towed if it is left unattended in the following areas: parked on a curb, in a main driving lane or fire lane, in a parking spot marked with a white reserved sign, anywhere behind the facility, or parked in a loading zone longer than load-in/out time.