

HAND CARRY INFORMATION

Exhibitors may hand carry their own materials into the exhibit space, provided they do not use material handling equipment to assist them. Two-wheel luggage/suitcase is acceptable; hand carts and any four-wheel cart or dolly is prohibited. Access to the loading dock and/or freight doors is prohibited.

If you go directly to the freight entrance or loading docks, you will be turned away or charged the published Material Handling rates. Exhibitors are not allowed to unload their own vehicles at the freight entrance or loading docks or drive their own vehicles into the exhibit hall to unload.

Hand carry unloading is provided for exhibitors with a small amount of exhibit product that they need to get in to the exhibit hall. Parking in the Hand Carry Unloading Area is limited to 30 minutes from the time a vehicle enters the area. **Vehicles left beyond 30 minutes will be towed at the Exhibitor's expense.** Only vehicles that qualify (see below) will be allowed in the Hand Carry Unloading Area. Cars, vans, and light trucks may also utilize Freeman's POV Service for a fee. All other vehicles must check in at the Marshalling Yard.

VEHICLES THAT QUALIFY:



VEHICLES THAT DO NOT QUALIFY:



HAND CARRY INFORMATION

What is Hand Carry?

Small items such as cartons and packages that can be hand carried by only one person through the main entrance of a facility during move-in and move-out that weighs less than 300 lbs.

Any mechanical assistance is limited to a small dolly (such as the luggage dolly shown below). The assistance of any motorized device or pallet jack is not permitted. When exhibitors choose to "hand carry" material, they may not be permitted access to the loading dock/freight door areas.

Luggage dolly



What does Hand Carry not include?

Hand carry does not include the use of the items listed below and is NOT ACCEPTABLE for personal use. The following items are prohibited and can not be used to transport any hand carry material during the move-in and move-out of the trade show by an exhibitor or their exhibitor appointed contractor (EAC).

Four wheel dolly

Two wheel dolly

Four wheel push cart



Freeman has jurisdiction for the loading and unloading of all trucks, trailer and common and contract carriers as well as the handling of empty crates and the operation of material handling equipment. It also has the jurisdiction of the unloading, uncrating, leveling, painting, and assembly of machinery and equipment as well as the reverse process.

Freeman has the responsibility of receiving and handling all materials and empty crates. It is our responsibility to manage docks and schedule vehicles for the smooth and efficient move-in and move-out of the trade show. Freeman will not be responsible for any material it doesn't handle.

HAND CARRY INFORMATION

What is Hand Carry?

Material that can be hand carried by only one person through the designated POV area of a facility during move-in and move-out that weighs less than 300 lbs.

What does Hand Carry include?

An exhibitor may "hand carry" material provided they do not use material handling equipment to assist them. When exhibitors choose to "hand carry" material, they may not be permitted access to the loading dock/freight door areas.



What does Hand Carry not include?

Hand carry does not include the use of commercial dollies and is NOT ACCEPTABLE for personal use. The following items are prohibited and can not be used to transport any hand carry material during the move-in and move-out of the trade show by an exhibitor or their exhibitor appointed contractor (EAC).

The use of commercial dollies as shown below is prohibited.



Four wheel dollies Two wheel dollies Four wheel push carts

Freeman has jurisdiction for the loading and unloading of all trucks, trailer and common and contract carriers as well as the handling of empty crates and the operation of material handling equipment. It also has the jurisdiction of the unloading, uncrating, unskidding, leveling, painting, and assembly of machinery and equipment as well as the reverse process.

Freeman has the responsibility of receiving and handling all materials and empty crates. It is our responsibility to manage docks and schedule vehicles for the smooth and efficient move-in and move-out of the trade show. Freeman will not be responsible for any material it does not handle.

Please refer to the Freeman Cart Service form if your items are over 300 pounds or require a cart or dolly to get to your booth.