

Move-In Instructions– All Exhibitors

Vehicles restricted from entering the building: Vehicles are not permitted on the show floor unless you are towing a boat. However, once the boat is unloaded the vehicle must exit the building and Javits campus. If you are in a vehicle hauling staging or stands you will not be permitted on the show floor. Instead, you will need to have the vehicle unloaded at the docks where labor will be there to assist in getting your items to your space. (There is no cost for this service) Please plan accordingly for these regulations.

Note: tipping is prohibited and against the Javits policy.

Vehicle / Trailers must be cleared of snow and ice prior to being allowed admittance.

Boat & Large Bulk Display material including staging, stairs, plants, deco, etc. must arrive no later than 4pm on Monday, January 20.

Tuesday, January 21 is reserved for in-line booths move-in only.

Boat Haulers: All drivers hauling boats must obtain a move-in pass from the check-in office located at (12th Ave. approximately 1 block north of 34th St.) 30 minutes prior to your scheduled move-in time to obtain a move-in pass. You will not be allowed to enter the facility via the Truck Entrance without the move-in pass. This pass must be displayed in clear view, printed side up on your dash above the steering wheel. If the driver and trailer are not pre-registered in the Javits Registration system, they will need to do so prior to being issued a move-in card. Please be aware that there is no space around the Javits Center for staging your vehicle.

Upon entering the facility, the driver will need to provide a valid driver's license to Public Safety. Once cleared by Public Safety you will be instructed by show staff on where and how you need to proceed.

Freight Carriers Deliveries: It is critical that your carrier is scheduled to arrive on your move-in date and time. Freight delivery procedures are the same as the boat hauler's section listed above.

POV (Personally Owned Vehicles):

If you are in a vehicle with your display and/or product you will not be permitted on the show floor. Instead, you will need to have the vehicle unloaded at the docks where labor will be there to assist in getting your items to your space. (There is no cost for this service) Please plan accordingly for these regulations. POV delivery procedures are the same as the boat hauler's section listed above.

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