

Automobile and Small Utility Vehicle Policy Information for Show Managers

Show Management and their chosen General Service Contractor or other representative must provide access to exhibitors utilizing "Automobiles and Small Utility Vehicles" for the transportation of event related materials to and from the facility.

The following types of vehicles are permissible to be loaded/unloaded by Exhibitors or Show Management and their employees: vehicles of a type that a family or small business might typically operate for transportation or light hauling including automobiles, pick-up trucks, mini-vans, full-size vans, and sport utility vehicles. This does not include multiple axle vehicles, flatbed trucks, box vans, or trailers.

The following areas are reserved for "Automobile and Small Utility Vehicle" loading and unloading during any event which includes the named space as part of a lease agreement. Each Hall utilized by an event must have one dedicated "Automobile and Small Utility Vehicle Area".

Hall A1-2

Primary Area

Dock Door SD1-Located on the far North corner on the East side of Hall A1.

Secondary Area (Used only if Hall A1 and A2 are leased by separate groups or if requested by show manager)

Dock Door 44-Located on East side of Hall A2

Hall B1-2

Primary Area

The farthest South bank of doors on the West Side of Exhibit Hall B1

Secondary Area (Used only if Hall B2 is in use and requested by show manager)

The large bank of doors at the center of the West side of Hall B2

Hall C1-2

Primary Area

The farthest South bank of doors on the West Side of Exhibit Hall C1

Secondary Area (Used only if Hall C2 is in use and requested by show manager)

The doors at the North end of the East side of Hall C2

Hall D1-2

Primary Area

The farthest South dock on the West side of Hall D1

Secondary Area (Used only if Hall D1 and D2 are leased by separate groups or if requested by show manager)

The farthest South dock on the East side of Hall D2

Hall E
Gate 35

Hall F1-2

Primary Area

Dock slip #4-Located on the South side of Hall F2

Secondary Area (Used only if Hall F1 and F2 are leased by separate groups or if requested by show manager)

Dock slip #37-Located on the South side of Hall F1

The show manager may establish the available times for the use of the Automobile and Small Vehicle Areas, however, required areas must be made available for at least one day of move-in and one day of move-out. If the area(s) are available from the break of show through the conclusion of load-out operations on that day or until all exhibitors using the lane are out of the facility, the final day of the show, may be considered the full day of move-out.

Dedicated areas will not be used for any other purpose or vendors. It is not permissible to have the designated "Automobile and Small Utility Vehicle" area shared with other functions.

Security, access, and control for the "Automobile and Small Utility Vehicle" area will be the sole responsibility of Show Management. This includes providing the personnel and equipment including signs, cones, and barricades that are required to operate the areas in a safe and efficient manner.

Vehicles using the "Automobile and Small Utility Vehicle" service may not be queued in the general freight queuing lines or unnecessarily delayed from proceeding to the designated area.

Show management is responsible for ensuring an orderly flow and may utilize targeted move-in times for vehicles, set reasonable time limits on vehicles and numbers of vehicles that may unload at one time. They may also determine routing with approval from the McCormick place Safety and Security Department. The marshaling yard may be used to queue vehicles, however, the exhibitors will not be charged any additional fee for this service. Vehicles will be allowed a maximum of 20 minutes in the loading area, and vehicles may not at any time be left unattended in the designated areas.