

Hand Carry Policy – Orange County Convention Center

• Exhibitors are allowed to hand carry or use a 2-wheel airline style cart for move in. Unloading at the front of the building is not allowed, but you may park in the North end of the North/South parking lot to unload.

Cartload Services (Privately Owned Vehicles) – Orange County Convention Center Dock

• Exhibitors may use cartload service at the dock, \$65 for 1 trip, 1 way, limited to 100 lbs. maximum. You will find the order form for Cartload service under Forms and Brochures / Material Handling.

Exhibitor Booth Setup

• Full-time employees of the exhibiting company may set their own exhibits without assistance from the Local IATSE Union. You may also use small power tools (drills and power screwdrivers, etc.).

Visit <u>http://www.occc.net/Exhibitor/Guidelines.asp</u> for complete guidelines on exhibit procedures/utilities. Freeman order forms for cartload service, labor, material handling, etc. can be found under Forms and Brochures tab, Material Handling.