

POV Load-In/Load-Out Procedures

NORTH & SOUTH HAND CARRIED FREIGHT

We look forward to serving you at the Washington State Convention & Trade Center! Thank you in advance for your cooperation to help everyone have a safe and successful event.

The Convention Center has a temporary delivery area within its public parking garage. This space is reserved by the Show Management to allow safe access for exhibitors to transport materials to and from the exhibit areas. Show Management will publish the dates and times established for the operation of hand carried freight (HCF) in advance. This service is only open during the times Show Management dictates and is not otherwise accessible.

EXHIBITOR VEHICLE ACCESS DURING MOVE-IN/OUT - Booths 101-1329, Level 6 and Homegrown Booths Please use the South Hand Carried Freight located at 1380 8th Ave, Seattle, WA 98101.

Booths 1501-2923 Please use the North Hand Carried Freight located at 1521 9th Ave, Seattle, WA 98101.

Passenger elevators and escalators may not be used for transporting freight.

ENTRY TO PARKING GARAGE IS 6'5" - Vehicles exceeding this height must schedule deliveries through the loading dock (standard full-size vans will not clear this entry). Contact your official show decorator to make arrangements for your dock delivery. You may be routed via a marshalling yard to the loading dock.

BRING YOUR OWN CARTS - Please bring your own carts to expedite your work. We have a limited number of flatbed carts available on a first come, first served basis. Carts are checked out at the HCF zone in the garage. Please return the cart when finished.

DOOR CLEARANCE IS 6'0" WIDE x 6'5" HIGH - Door clearance is 6' x 6'5" at the Hand Carried Freight area in the garage. Delivery of materials exceeding these dimensions must be delivered via the loading dock. Contact the official show decorator for scheduling.

COMPLIMENTARY PARKING - Complimentary Parking is available only if you enter and exit within one hour. You can have your parking ticket validated at the Hand Carried Freight Service -Desk.

LOADING DOCK ACCESS - Exhibitor vehicles that are too large for the Hand Carried Freight access will be required to use the loading dock. Use of the loading dock is strictly limited to those vehicles that are granted access according to rules set forth by Show Management and/or the official show contractor. Such vehicles may be required to use a Marshaling Yard. When allowed, parking on the loading dock for purposes of unloading and loading is limited to one hour. Vehicles that exceed this limit may be towed without warning at the vehicle owners' expense.

Event Services

Hand-Carried Freight Guidelines

General Hand-Carried Freight HCF Information

Washington State Convention Center (WSCC) provides Hand-Carried Freight (HCF) areas within the facility to accommodate small, privately operated vehicles (POV). Upon approval by the Event Manager (EM), these areas may be reserved by Show Management to allow off-street access for exhibitors to transport materials to and from their exhibit areas. Once approved, Show Management will publish the dates and times established for the operation of Hand-Carried Freight (HCF) in advance to their exhibitors.

Vehicles exceeding the HCF heights below must schedule deliveries through the loading dock. Exhibitors must first check in at the marshalling yard to gain access to the loading dock. There is no onsite freight storage nor can WSCC accept deliveries for exhibitors. Contact the official show decorator to make arrangements for dock deliveries.

Exhibitor HCF Locations

South HCF

Exhibitors must use the 8th Avenue parking garage entrance. This area typically services Halls 4ABC and Level 6. Height clearance at this entry is 6'5". Standard full-size vans will not clear this entry.

North HCF

Exhibitors must use the entrance on 9th Avenue between Pike Street and Pine Street. This area typically services Halls 4DEF and the Tahoma level. Height clearance at this entry is 9'8". Standard full-size van will clear this entry.

Badges

To enter HCF and the exhibit areas, exhibitors will first need to register onsite and obtain a show badge from the organizers.

Carts

We have a limited number of flatbed carts available on a first-come, first-served basis. Carts are checked-out at the HCF zone in the garage and must be returned when finished. Exhibitors are encouraged to bring their own carts to expedite their work. Carts are not released at the end of the show until aisle carpet is rolled up.

Elevators and Escalators

Passenger elevators and public escalators may not be used for carts, dollies or to transport freight and materials. Exhibitors must use specified freight or service elevators.

Oversize Vehicles

POV's that exceed the height restrictions in the HCF areas will be directed to the loading dock after checking in at the marshalling yard. With the approval of Show Management, these exhibitors will be allowed access to flatbed carts to handle their own materials. More information on these arrangements can be obtained in the "Work Rules for Freight Handling."

Parking

Complimentary parking is available in HCF only if exhibitors exit the garage within one hour. Parking tickets are validated at the HCF Service Desk. Exhibitors who remain in the garage will be charged normal rates.

Restocking Supplies

If exhibitors will need to restock their booth supplies during show days, arrangements for HCF hours must be made in advance. Show Management must notify exhibitors of the specific access times.

North and South Hand Carried Freight Map

December 2nd - 5th, 2021
WSCC Seattle Washington

Hand Carried Freight is for Privately Owned Vehicles (POV) under 6'5" in height that can fit into the WSCC parking garage.

Hand Carried Freight is limited to one hour of unloading/loading. Please move your vehicle immediately after unloading/loading to allow other exhibitors access.

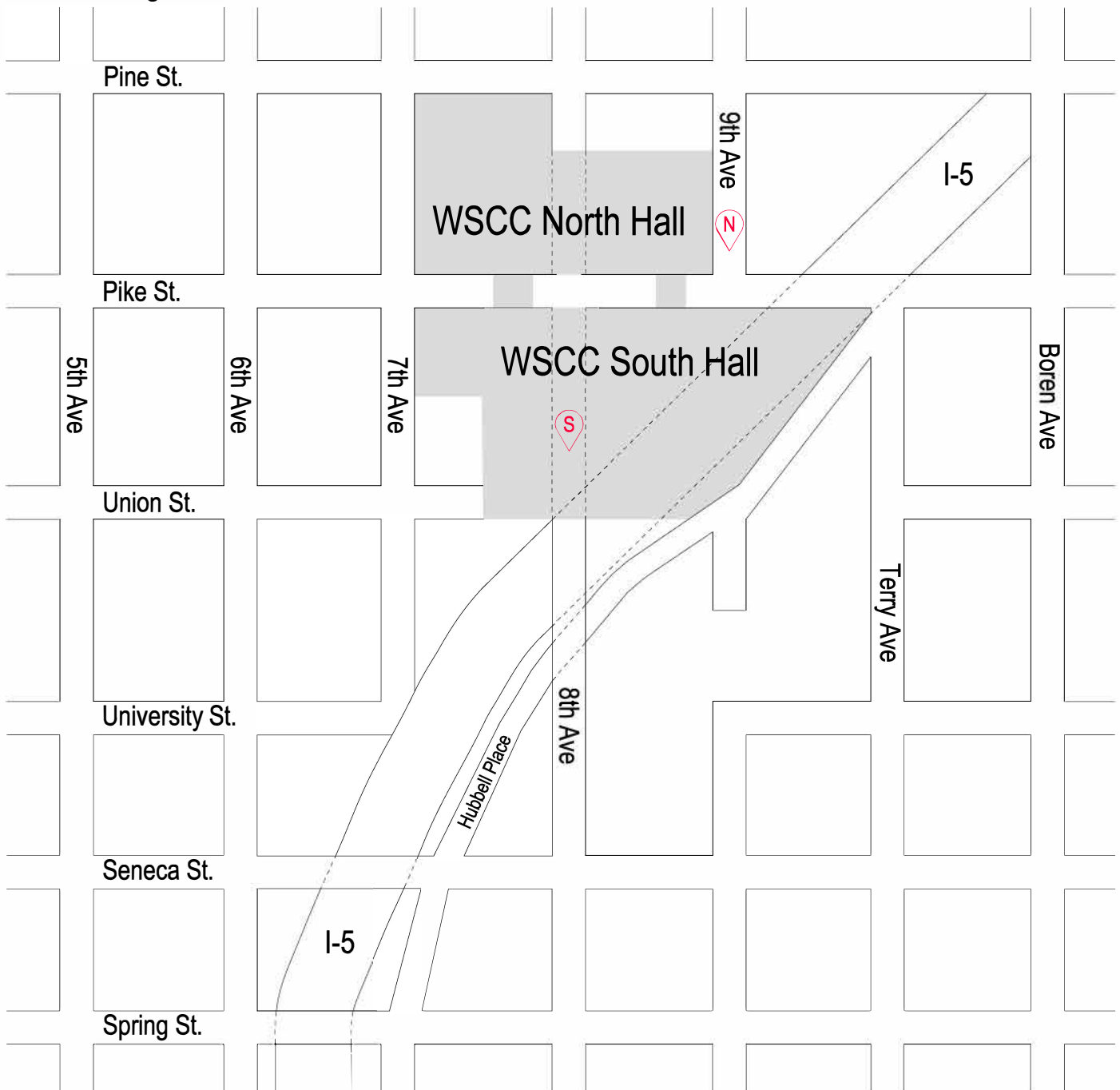
Oversize Privately Owned Vehicles (POV) must check-in at the Marshalling Yard.

S South Hand Carried Freight Entrance
1380 8th Ave
Seattle Wa 98101

N North Hand Carried Freight Entrance
1521 9th Ave
Seattle Wa 98101

Booths 101-1329, Level 6 and Homegrown Booths use South

Booths 1501- 2923 use North



Washington State Convention Center

NORTH HAND-CARRIED FREIGHT LOADING AREA

LOAD AND UNLOAD ONLY - ONE HOUR LIMIT

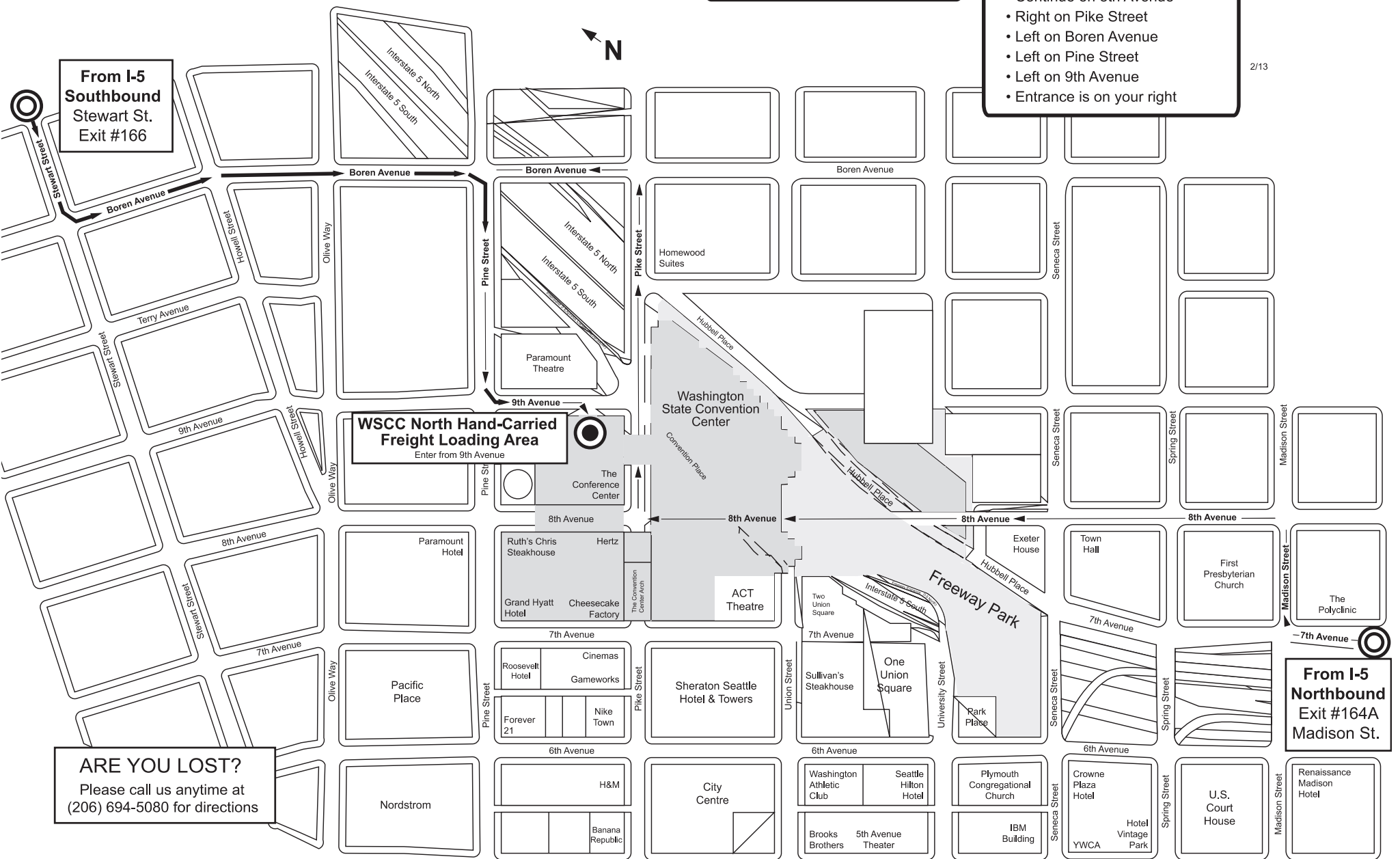
Maximum Vehicle Height 9' 8" • No Full-Size Vans • No Trailers
 Contact show management for hours of operation for your event

FROM I-5 SOUTHBOUND

- Interstate 5 Southbound
- Stewart Street exit (#166)
- Left on Boren Avenue
- Right on Pine Street
- Left on 9th Avenue
- Entrance is on your right

FROM I-5 NORTHBOUND and I-90 WESTBOUND

- Interstate 5 Northbound
- Madison Street exit (#164A) takes you to 7th Avenue
- Right on Madison Street
- Left on 8th Avenue
- Continue on 8th Avenue
- Right on Pike Street
- Left on Boren Avenue
- Left on Pine Street
- Left on 9th Avenue
- Entrance is on your right



From I-5 Southbound
 Stewart St.
 Exit #166

WSCC North Hand-Carried Freight Loading Area
 Enter from 9th Avenue

From I-5 Northbound
 Exit #164A
 Madison St.

ARE YOU LOST?
 Please call us anytime at
 (206) 694-5080 for directions

Washington State Convention Center

SOUTH HAND-CARRIED FREIGHT LOADING AREA LOAD AND UNLOAD - ONE HOUR LIMIT IN LOADING ZONES

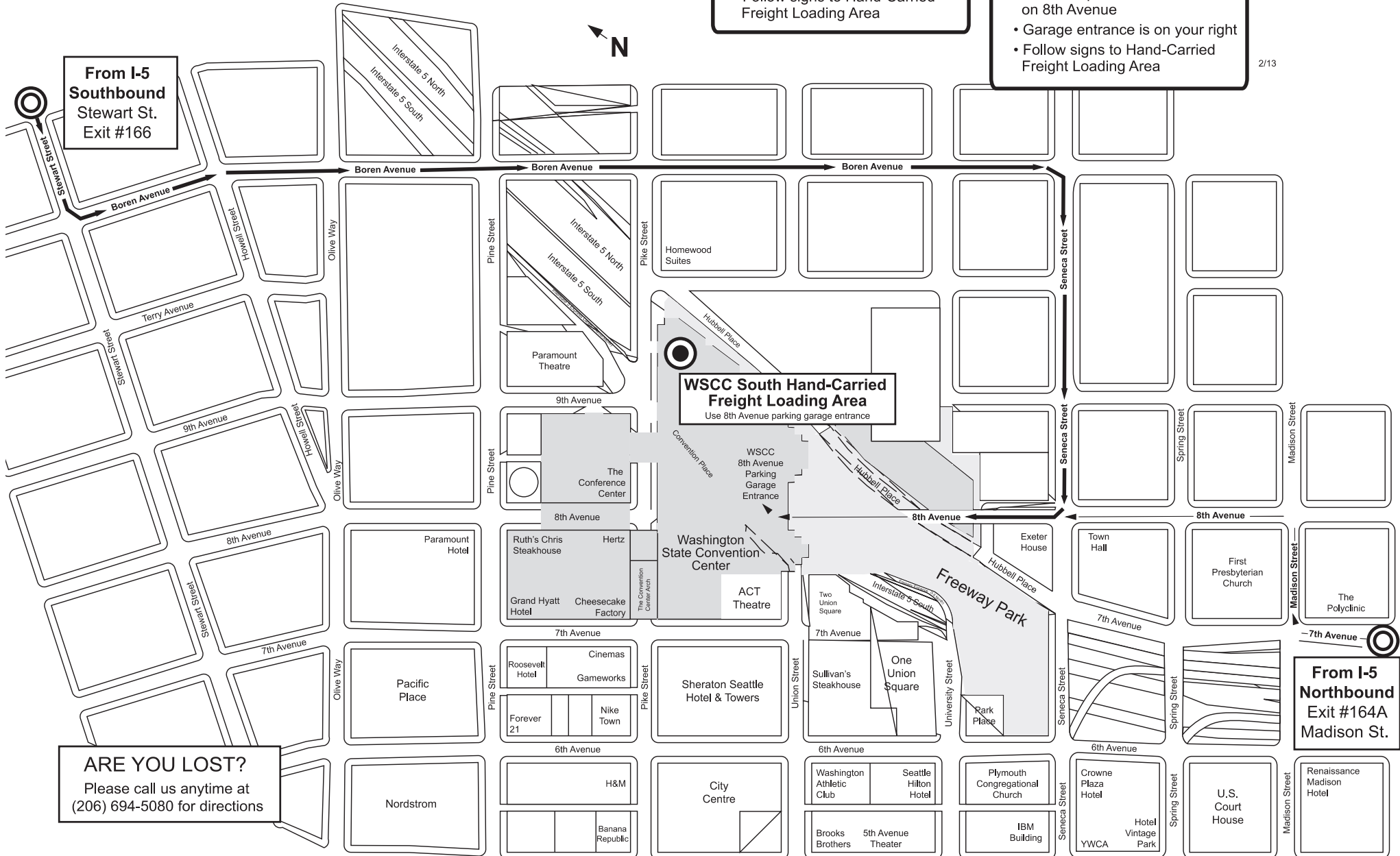
Maximum Vehicle Height 6' 5" • No Full-Size Vans • No Trailers
Contact show management for hours of operation for your event

FROM I-5 SOUTHBOUND

- Interstate 5 Southbound
- Stewart Street exit (#166)
- Left on Boren Avenue
- Right on Seneca Street
- Right on 8th Avenue
- Garage entrance is on your right
- Follow signs to Hand-Carried Freight Loading Area

FROM I-5 NORTHBOUND and I-90 WESTBOUND

- Interstate 5 Northbound
- Madison Street exit (#164A) takes you to 7th Avenue
- Right on Madison Street
- Left on 8th Avenue
- Continue past Seneca Street on 8th Avenue
- Garage entrance is on your right
- Follow signs to Hand-Carried Freight Loading Area



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