



Exhibition Move-In and Move-Out Schedule



DRAFT as at 07 May - Times subject to change

Date	Time	Location	Access For	Access Requirements	Notes
Thursday 30th	0500-2359	Halls 1H & 2	Markout & Rigging ONLY	<p>Hi Visibility clothing, sturdy closed toed shoes. Appropriate PPE as required. Any licences/training required for tasks. Contractor Badge. Spotters for all plant (fork, EWP, etc)</p>	No Stand Builder access
	1000-1600	Halls 1H & 2	Heavy Vehicle Move-In		On an 'as scheduled' basis
Friday 31st	0700 - 2359	Hall 2L & 2M	All contractors		On an 'as scheduled' basis, for RAW SPACE stands in the rear of Hall 2 <u>NO ACCESS TO HALLS 1, 3 & 4</u>
	1100-2359	Hall 2N & 2O	All contractors		On an 'as scheduled' basis, for RAW SPACE stands in the front of Hall 2 <u>NO ACCESS TO HALLS 1, 3 & 4</u>
	2000- 2300	Hall 1F, 1G & 5	Markout & Rigging ONLY		No Stand Builder Access to Hall 1
	2300-2359	Hall 2 , Hall 1F & 1G	All contractors		On an 'as scheduled' basis, for RAW SPACE stands in the rear of Hall 1 <u>NO ACCESS TO HALLS 3 & 4</u>
Saturday 1st	0001-0300	Hall 1F & 1G	All contractors		On an 'as scheduled' basis, for RAW SPACE stands in Hall 1 <u>NO ACCESS TO HALLS 2, 3 & 4</u>
	0300-0700	Hall 1	All contractors		On an 'as scheduled' basis, for RAW SPACE stands in Hall 1 <u>NO ACCESS TO HALLS 2, 3 & 4</u>
	0400-0700	Hall 3K & 4	Carpet & Rigging ONLY		No Stand Builder access
	0700-2359	Hall 1, 2, 3K, 4 & 5 (Foyers)	All contractors		On an 'as scheduled' basis
	1100-1300	Hall 3J	Carpet & Rigging ONLY		No Stand Builder access
	1300-2359	Hall 1, 2, 3K, 3J, 4 & 5 (Foyers)	All contractors		Access all stands (loading dock still scheduled as necessary). All materials/packaging to be removed from halls. Pedestrian access only after 1900
	2100-2359	Hall 1, 2, 3K, 3J, 4 & 5 (Foyers)	All contractors		All Doors including Loading Dock doors are Closed – restricted access. No forklift movements permitted. Pedestrian access only
Sunday 2nd	0700 - 1900	Hall 1, 2, 3K, 3J, 4 & 5 (Foyers)	All contractors		Access all stands (loading dock still scheduled as necessary). All materials/packaging to be removed from halls. Pedestrian access only after 1900
	1900-2359	Hall 1, 2, 3K, 3J, 4 & 5 (Foyers)	All contractors	All Doors including Loading Dock doors are Closed – restricted access. No forklift movements permitted. Pedestrian access only ALL CONSTRUCTION MUST BE COMPLETE BY 2345	
Monday 3rd	0700-0900	Hall 1, 2, 3K, 3J, 4 & 5 (Foyers)	All contractors	Exhibitor Models and displays delivered to stands where necessary and packaging removed	
	0900-1700	Hall 1, 2, 3K, 3J, 4 & 5 (Foyers)	Contractors & Exhibitors	Exhibitor or Contractor badge Exhibitor Move-in and stand dressing only - NO CONSTRUCTION permitted No Fork Access, toleys and pallet jacks only permitted Halls close at 1700 sharp to allow for final cleaning and security sweep	
Tuesday 4th &	0700 - 0900	Hall 1, 2, 3, 4 & 5 (Foyers)	Contractors & Exhibitors	Exhibitor or Contractor badge Pre-opening stand preparation	

Wednesday 5th	0900 - 1800	Hall 1, 2, 3, 4 & 5 (Foyers)	Exhibitors & Visitors	Exhibitor or Visitor badge	Expo Open - access to contractors only in emergency with Organisers authorisation
Thursday 6th	0700 - 0900	Hall 1, 2, 3, 4 & 5 (Foyers)	Contractors & Exhibitors	Exhibitor or Contractor badge	Pre-opening stand preparation
	0900 - 1800		Exhibitors & Visitors	Exhibitor or Visitor badge	Expo Open - access to contractors only in emergency with Organisers authorisation
	1800-1900		Contractors & Exhibitors	Exhibitor or Contractor badge Hi Visibility clothing	Pack down and removal of HAND CARRY items only Deconstruction of stands is not permitted
	1800 - 2100		Contractors & Exhibitors	Exhibitor or Contractor badge Hi Visibility clothing Sturdy closed in shoes Contractor or Exhibitor badge	All Exhibitors must be cleared of Shell Scheme booths by 2100
	1800 - 2330		Halls 1,2,3 & 4	All contractors	Hi Visibility clothing, sturdy closed toed shoes. Appropriate PPE as required. Any licences/training required for tasks. Contractor Badge. Spotters for all plant (fork, EWP, etc)
Friday 7th	0700 - 2330	Halls 1,2,3 & 4	All contractors	Hi Visibility clothing, sturdy closed toed shoes. Appropriate PPE as required. Any licences/training required for tasks. Contractor Badge. Spotters for all plant (fork, EWP, etc)	All halls must be completely vacated by 2330 by all contractors and equipment

IMPORTANT NOTES

Above times may be modified due to the move in of Heavy Vehicles

Hall 1 will not be available to stand builders until Friday evening

Hall 4 will not be available to stand builders until Saturday morning.

Hall 3 will not be available to stand builders until Saturday midday.