

EXHIBIT HALL & CONVENTION CENTER INFORMATION

Exhibit Hall A

Ceiling Height:	36' high bay, 20' low bay
Floor Finish & Load Capacity	Concrete (Any item 10,000 lbs or heavier, please contact Show Management for additional information.) The show floor is column free
Lighting:	400 watt Metal Halide
Docks:	Accessible from 6 th Street near Plum Street, you will find 14 enclosed receiving docks with 3 low docks at the east end for unloading cars, vans and pick-up trucks, and 11 high docks equipped with load levelers running east to west contiguous to each Exhibit Hall. The dock area does NOT have dock plates.
Access Doors:	There are 7' wide access service doors located near the drive-onto-floor entrances to be used for equipment/display movement on dollies and pallet jacks. The Center does NOT provide dollies and pallet jacks.
Drive-Onto-Floor Entrances:	These entrances will be used by the show decorator to move freight via forklift.
Move-in/Move-out:	All freight and exhibit material MUST enter the building through the loading dock entrance. There is no parking at the loading dock, you will need to unload to the dock landing and then immediately move your vehicle.
Personnel Access:	During move-in and move-out, exhibit personnel are required to use the Security Office entrance at 6 th Street and Plum, and must be identified with a Work Pass . Work Passes will be available at the Security Office entrance, Show Office, or Exhibitor Registration Counter. After move-in/move-out, exhibitors may use this entrance or the designated show entrance. Hand carried items may be transported through either entrance.

Solicitation Policy

Solicitation of exhibitors by attendees during the show is not permitted. If you receive any unwelcome solicitation on the show floor, please notify Show Management immediately. Please review the **Rules & Regulations** section for additional information regarding this issue.

Parking Information

The Duke Energy Center does not own or operate any parking facilities. There are approximately 3000 parking spaces within walking distance of the center for your personal vehicle. Please see the Parking topic listed under **Badges and Hotel Information**.

Business Center

The Administrative Office of Duke Energy Center, located on the 2nd floor, is available for a variety of business services. You may also contact these local vendors to meet your copy, fax, sign, etc. needs:

- Mail Boxes, Etc , 513-929-0090
- Kinko's, 513-241-3366
- Fast Signs, 513-723-4800
- Sign A Rama, 513-936-9515