



# 2019 MOVE-OUT PROCEDURES

## SATURDAY – MARCH 30, 2019

– 4:00 PM

**SHOW CLOSES**

4:00 PM – 5:00 PM  
Approximately

**AISLE CARPET REMOVED**

6:00 PM – 12:00 AM  
Approximately

**EMPTIES RETURNED**

11:00 PM –

**BEGIN LOADING OUTBOUND FREIGHT OVERNIGHT**

## SUNDAY – MARCH 31, 2019

Continue loading outbound freight overnight. All exhibitors must be packed up, labeled and ready to load by midnight.

### LOADING OF FREIGHT

Once your booth is packed up, labeled and ready to load, please turn your freight bill into the KEC Service Desk.

Trucks will not be allowed into docks until the booth is ready to load and the freight bill has been turned in.

Drivers need to check into the marshalling yard, located in the Prestonia lot at 978 Phillips Lane, Louisville, KY 40209, which will open at 4 pm on Saturday, March 30.

Loading of freight will begin at approximately 11 pm on Saturday, March 30, and will continue until Monday, April 1, 2 pm.

At 2pm Monday, April 1, freight will be “forced” UPS Freight, the show carrier.

‘Self-loads’ will not be able to access the docks until a dock is cleared of empties. We expect this to occur approximately 9 - 10 pm Saturday evening.

**IF YOU HAVE ANY QUESTIONS REGARDING DELIVERY AND PICKUP OF FREIGHT  
TO OR FROM THE KENTUCKY EXPO CENTER MARSHALLING YARD**

**PLEASE CALL THE KEC TELEPHONE HOTLINE (502) 367-5008**