

## POV & CART SERVICE

Freeman will provide Cart Service for your event. Cart Service is a feature for Privately Owned Vehicles (POVs) that meet the requirements below.

### DEFINITION OF PRIVATELY OWNED VEHICLE:

Privately Owned Vehicles are defined as cars, pick-up trucks, vans and other trucks primarily designed for passenger use, not cargo or freight. Vehicles that do not qualify for this service, or that have material that requires mechanical assistance to unload, will be directed to the Freeman Marshalling Yard.

Workers equipped with a flat cart scooter will assist exhibitors with unloading. Each cart will handle a load approximately 3' wide x 4' long x 3' high. Freight must not exceed 300 lbs. For safety reasons, it will be the judgment of the freight supervisor if the load can go higher than 3 feet. Cart Service includes storage of empty cardboard/product boxes at no additional charge. Empty stickers for your cartons and cases will be provided for this service.

### RATES:

This service is available at a round trip rate of \$125.75 per trip (from the dock to the booth and the booth to the dock).

### DIRECTIONS:

- To receive this service, proceed directly to the facility and check in at the designated POV Check-In area for staging, checking in, processing paperwork and determining if vehicles are qualified for Cart Service. There will be signage posted to direct you.
- Two people must be with the vehicle - one to accompany the product to the booth and one to remove the vehicle from the area.
- The determination of Cart Service versus Material Handling will be made at the discretion of Freeman management. Any disputes will be handled at the time of unloading.

### AVAILABILITY:

Cart Service will be available on the following dates and times:

<u>Move-In</u>			<u>Move-Out</u>		
Sunday	February 6	8:00 a.m. - 5:00 p.m.	Thursday	February 10	5:00 p.m. - 10:00 p.m.
Monday	February 7	8:00 a.m. - 3:00 p.m.	Friday	February 11	8:00 a.m. - 5:00 p.m. *

\* Please visit the Freeman Service Center to complete and/or submit an Outbound Material Handling Agreement.

**Please note:** We anticipate that during peak periods, wait time can exceed 2-3 hours.

### VEHICLES THAT QUALIFY:



Sedan



SUV



Pickup



Van

### VEHICLES THAT DO NOT QUALIFY:



Trailer



Commercial Van



Rentals



Bobtail



Stakebed

## **POV SELF-UNLOADING POLICY**

POV's are vehicles used to transport people such as cars, 1/2 ton pick-up trucks, limos and taxis. Box trucks no longer than 24' in length and pick-up trucks pulling trailers under 12' are also permitted to check in as POV's. The vehicle must be unloaded/loaded by full-time exhibitor personnel, by hand, or with the use of exhibitor-owned, non-motorized two-wheeled hand carts. This does NOT include pallet jacks or motorized equipment of any type.

POV's must report in at the designated POV Check-In Area at show site. Drivers must not leave the vehicle at any time. It is suggested that two persons accompany each POV.

POV's may check-in during exhibitor move-in or move-out hours. A POV must be completely unloaded within 30 minutes of arrival at the loading dock area. Multiple trips are permitted as long as unloading is completed and the vehicle is removed from the loading dock within 30 minutes.

- POV space is available to all exhibitors who do not require our material handling assistance during move-in and move-out.
- The use of motorized or mechanical equipment is not permitted to self load/unload a POV. This service is covered in Material Handling.
- If needed, empty storage and return will be provided at the prevailing rates.