



Dear Exhibitor,

The Vancouver Convention Centre abides by all WorkSafeBC Occupational Health & Safety Regulations. During the move-out of your event, please ensure you, your staff and contractors follow these safety regulations:

- All work carried out at the Vancouver Convention Centre must be in accordance with WorkSafeBC Occupational Health & Safety Regulations.
- Persons moving freight in the areas of trucks and forklifts must wear Personal Protective Equipment including Steel-toed Boots and High Visibility Vests (in accordance with WorkSafeBC Occupational Health & Safety Regulations Part 8 Sections 8.22 & 8.24.2 & 8.24.3).
- Persons in the area of overhead work must wear hard hats (in accordance with WorkSafeBC Occupational Health & Safety Regulation Part 8 Section 8.11).
- Proper use of ladders is mandatory and must conform to WorkSafeBC Occupational Health & Safety (in accordance with Regulations Part 13 Sections 13.2 through 13.6).
- Persons walking and working during move-in and move-out must use extreme caution in the area of vehicle and freight movement.
- All persons must abide by Vancouver Convention Centre staff instructions.
- All persons must respect the safety zones as designated for each move-in and move-out.
- Except in specific conditions, children under the age of 15 and pets are prohibited on the event floor during move-in and move-out.
- Alcohol consumption is NOT permitted during move-ins and move-outs.

FOR MEDICAL EMERGENCIES, contact on-site First Aid at 604 647-7500 (7500 from any house phone).

MOVE OUT NOTICE

LIFT & CO. CANNABIS EXPO 2019 / EXHIBITOR MOVE-OUT PROCEDURES

JANUARY 13, 2019 / WEST EXHIBIT HALL BC

- The show will close at 16:00. Move out commences at this time and will continue until approximately 23:00.
- **Dismantling of booths is not permitted until public has cleared the show floor at around 16:00.**
- **Forklifts will be operating on the show floor starting at 16:00. High-visibility vests MUST be worn from this point forward.**
- Exhibitor vehicles will be allowed access to the loading docks starting at 16:00, and they will only be able to gain access with a **Voyage Control booking**. Removal of freight from the building during move out will be done via the truck route and through overhead doors in the exhibit halls
- Once in the loading area, please load your materials as quickly as possible, as per your Voyage Control loading time, to make room for other exhibitors. This will be monitored by the Security staff.

PLEASE BE REMINDED THAT THE FOLLOWING IS NOT PERMITTED DURING MOVE-OUT:

- Movement of freight on any passenger elevator or escalator within the Vancouver Convention Centre (hand-carry items only in these areas).
- Pedestrian traffic on the truck route.
- Vehicle parking on Waterfront Road.

The facility reserves the right to remove, at the owner's expense, any vehicle that is parked in any of the areas listed above. Security will be positioned to help re-direct you to proper move-out areas and we ask for your full cooperation in helping our staff fulfill their responsibilities.