

# Move In Procedures

The MTCC uses an on-line loading dock management system for reserving a loading dock time, powered by Voyage Control.

This service helps you to reserve a time slot for moving your materials directly in/out of the MTCC loading dock. This loading dock management system not only saves you time, but also helps reduce CO2 emissions in the local area.

Event Name: Lift & Co. Toronto 2021

Move In Date: Thursday, November 18th, 2021

Move In Time: Yellow Zone - 8:00AM - 12:00PM

Please follow the move in time / zone as provided to you by Show Management.

Booking Code: YEL683 (case sensitive)

Move In Location: MTCC North Building - West Ramp

## MOVE IN PROCEDURES:



Please use our online booking portal at: <https://mtcc.voyagecontrol.com>  
You will be asked to create a login and password to access the portal.



Once signed into the Loading Dock Management System, you can make a booking to create your vehicle move in pass.



Please print out your pass or have it available to show on your phone before arrival or **transfer that pass to your delivery company.**



Proceed to the relevant dock area with your booking pass at the scheduled time.



A 30 minute unloading time is enforced should you require more time to unload, please see a dock staff member. Once unloaded you must exit the loading docks.



## SAFETY:

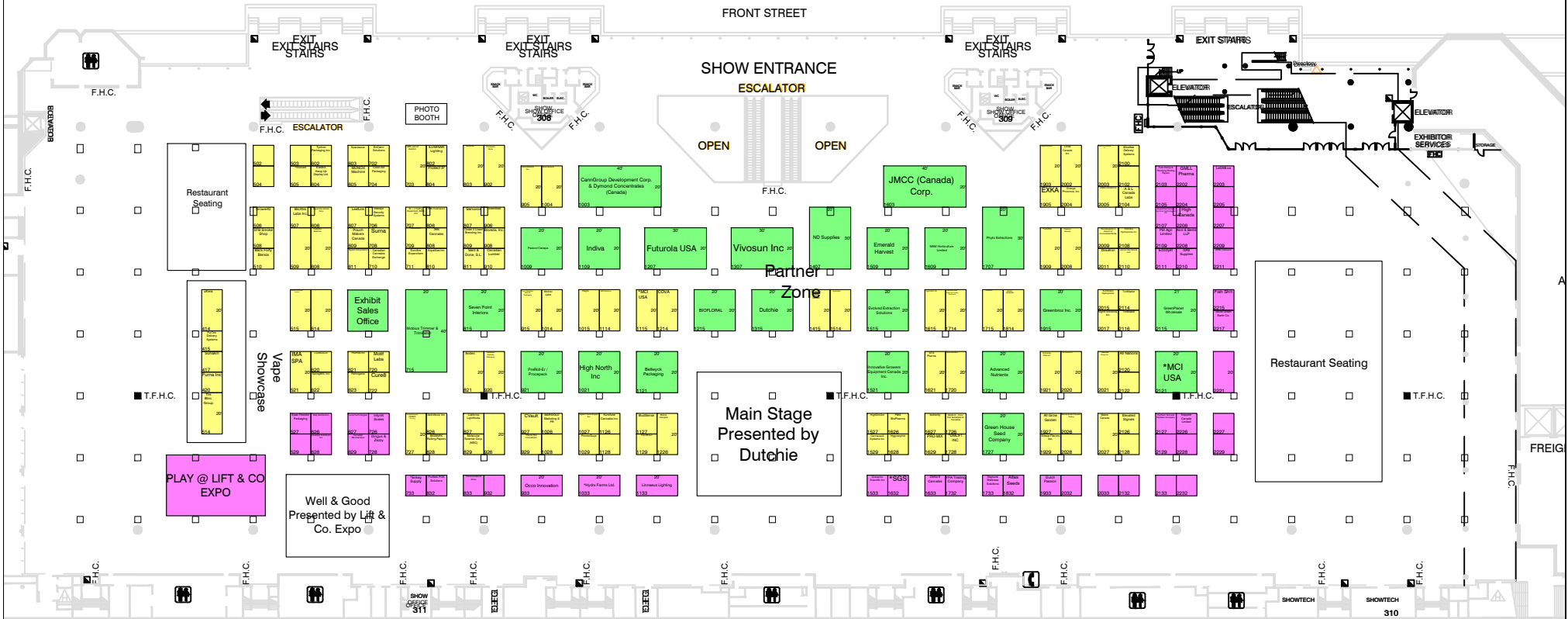
\*16 Years of Age \*Smoke & Vape Free Environment \*PPE Required and \*Power Shut off ½ hour after event. No Material may be transported through all main entrances, carpeted areas, escalators or public passenger elevators unless carried by hand.



4 wheeled dollies, pallet jacks or oversized loads are prohibited from leaving all Exhibit Halls into the pre-function areas. Please use the designated loading area when using this type of equipment.

**LIFT & CO. EXPO TORONTO 2021**  
 NOVEMBER 19 - 21, 2021  
 METRO TORONTO CONVENTION CENTRE  
 HALLS A, B & C  
 TORONTO, ON

**TARGET EXHIBITOR MOVE - IN**  
 WED. NOV. 17 - THU. NOV. 18, 2021



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- WEDNESDAY (NOV. 17) - 08:00 - 16:00
- THURSDAY (NOV. 18) - 08:00 - 12:00
- THURSDAY (NOV. 18) - 12:00 - 16:00
- FRIDAY (NOV. 19) - 08:00 - 10:00 - HAND CARRY ONLY

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