

A RIGHT TO WORK FACILITY

## 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.

**NOTE:** The MTCC Marshalling Yard is currently unavailable. Access to the loading docks is by reservation only.

Event Name: Lift&Co. Expo 2022

Move In Date: Thursday, May 12, 2022

Move In Time: 12:00PM - 4:00PM

User Type: Exhibitors - Red Zone

Booking Code: RED524

Move In/Out Location: North Building - West Ramp

### MOVE IN/OUT 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 and move out pass.



Please print out your pass or have it available to show on your phone upon 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 load, please see a dock staff member. Once unloaded you must exit the loading docks.

**16+**



### 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 the 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.