

**Vancouver International Boat Show**  
January 29 – February 2, 2025

**BC PLACE: MOVE-IN/OUT  
INFORMATION**

Please take the time to read this important Move-In/Out information as it will ensure a smooth and efficient experience.

**Staging Yard/Holding Lot - NOTE: SAME LOCATION AS 2024**

The Staging Yard / Holding Lot is located at **Indigo LOT 039 / 180 Pacific Boulevard, Vancouver** (between GRIFFITHS Way and ABBOTT St. There will be signage to identify the Staging Yard / Holding Lot.



- When leaving the staging yard, turn RIGHT on to Pacific Boulevard and head towards Quebec Street and past Science World.
- Turn RIGHT on WEST 2nd and head towards Cambie St Bridge
- Go OVER the Cambie St Bridge and take the off ramp towards BC Place / Pacific Blvd
- Merge all the way LEFT on Pacific Blvd
- Turn LEFT on GRIFFITHS WAY
- Enter the Stadium via the EAST SECURITY GATE
- This is the most efficient and effective way to enter BC Place stadium.
- Access to BC Place's East Security Gate from Expo Boulevard is NOT PERMITTED for safety reasons. Access is from Pacific Boulevard only.

**The Staging Yard / Holding Lot** is available for boats and trailers beginning **Thursday, January 23rd at 8:00am**. Exhibitors may utilize the staging yard to pre-stage boats.

## Notes:

- Please stage your boats/trailers as compact as possible.
- Please ensure you don't block any other boats into their spaces as their move-in time may be earlier than yours.
- Do not leave any valuables on the boats; utilize trailer locks. Security will be onsite based on the schedule listed below (subject to change).
- Due to changes in insurance requirements, exhibitors are NOT PERMITTED to leave trucks, cars, or any motorized vehicles in the holding lot overnight, or during show days.

**Please ensure you secure a parking pass via the Exhibitor Parking Order Forms in the Exhibitor Kit if you require parking for any motorized vehicles.**

**The holding lot has Boat Show personnel / Security on-site during the below listed hours:**

- Move-In: Thursday Jan. 23rd at 8:00am until Wednesday Jan. 29th at 8:00am
- Move-Out: Sunday Feb. 2nd at 3pm to Tuesday, Feb. 4th at 6:00pm
- \*\* All boats and equipment must be vacated by 6:00pm on Tuesday, Feb. 4th**

NOTE: Please note that there is no security on-site during show days.

## **Move-In Process**

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**Booth Exhibitors / Level 2 Concourse:** Concourse Level Exhibitors do not have a designated window of time to move-in. Concourse Level exhibitors can begin moving in starting at 8:00am on Monday January 27th. (*refer to times below*).

NOTE: Access for booth exhibits on the Concourse Level will be through **Gate C door** (access from Pacific Boulevard via Indigo Parking Lot then Ramp to Gate C).

**Boat / Bulk Exhibitors / Field Level:** Move-in times for bulk floor space will be scheduled on an individual basis, based on location, boat size, booth number and orientation. You will be contacted by Rob Scott to review your Boat and Equipment Handling Order Form.

**Please email your Boat and Equipment Handling Order Form and Crane Request Order Form to Rob Scott at [rob@robscottprod.com](mailto:rob@robscottprod.com). If you have any questions, please call Rob Scott at 604-644-7862.**

## **Move-In Hours: Boat / Bulk Exhibitors / Field Level:**

- Friday, January 24                      8:00am – 6:00pm
- Saturday, January 25                    8:00am – 6:00pm
- Sunday, January 26                      8:00am – 6:00pm
- Monday, January 27                      8:00am – 7:00pm
- **\*Reminder: Monday is the last day for vehicle access on field level 7pm. Access limited to man doors only via the exhibitor entrance after Monday\***
- Tuesday, January 28                      8:00am – 7:00pm\*
- **\*No Vehicle access on field level on Tuesday. Access limited to man doors only via the exhibitor entrance\***
- Wednesday, January 29                  8:00am – 9:30am\*

**\*No Vehicle access on field level on Wednesday. Access limited to man doors only via the exhibitor entrance\***

### **Move-In Hours: Booth Exhibitors / Level 2 Concourse:**

- Monday, January 27 8:00am – 7:00pm  
**Regular Vehicle access during this time.**
- Tuesday, January 28 8:00am – 7:00pm\*\*  
**\*\*LIMITED Vehicle access starting at Noon/12:00pm.**  
**\*\*No Vehicle access after 1:00pm.**
- Wednesday, January 29 8:00am – 9:30am\*\*  
**\*\*No vehicle access.**

**Vehicle Cut-Off Time:** Due to the aisle carpet being laid, and building cleaning process, all vehicles must vacate by:

- **Field Level / Main Floor Monday January 27 by 7:00pm**
- **Level 2 Concourse Tuesday January 28 by 1:00pm**

Deliveries / booth set up is still available past these times, but you cannot 'drive into the building' past 7pm on Monday on the Field level and 1pm on Tuesday on the Concourse level. You are permitted to carry/hand truck product to your exhibit space after the designated cut-off time.

This will be necessary for the shows' suppliers to have ample time to prepare BC Place for opening on Wednesday, January 29 at 10:00 am.

All exhibits must be fully set up for show opening by Wednesday, January 29 at 9:30 am.

### **Move-Out Process**

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#### **Booth Exhibitors / Level 2 Concourse**

Sunday, February 2 5:01pm – 10:00pm

Monday, February 3 8:00am – 5:00pm

#### **Move-Out Hours – Boat / Bulk Exhibitors / Field Level**

Sunday, February 2 5:01pm – 11:59pm

Monday, February 3 8:00am – 8:00pm

### **Level 2 Concourse & Field Level Exhibitors**

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- As space is limited all exhibitors are asked to unload/load promptly and remove their vehicle to allow access for other exhibitors.
- Field Level exhibitors will access the floor from the East Roll Up Door (access off Griffiths Way)
- Level 2 Concourse Exhibitors will access the concourse through the Gate C door (access from Pacific Boulevard).

- Forklifts are available for unloading. If you require material handling for large/heavy items, boats etc please complete the Boat & Equipment Handling Order Form & Exhibit Space Layout form.
- **Dollies and hand carts are not provided onsite.** We strongly recommend exhibitors to bring their own to assist during the move in / out process.
- Trailers not required to be in the stadium after set-up will be allowed to reside in the Staging Yard / Holding Lot until move-out. There will be no security in the Staging Yard / Holding Lot during 'show days'. **Do not block other exhibitors' equipment.**

## **Important Safety Requirements**

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- All persons on site during move-in and move-out are required to wear a reflective high visibility vest. (BC Place does sell safety vests, pre-order or visit the Exhibit Service desk during move-in)
- All persons moving freight, or in the vicinity of heavy mobile equipment must wear CSA approved steel-toed footwear in accordance with WorkSafeBC Occupational Health & Safety Regulations.
- All persons participating in, or in the vicinity of the movement of heavy overhead loads, must wear protective headgear.
- Children under 16, including infants are prohibited from the show floor during move-in/out hours.

*Persons found not to be adhering to these safety requirements will not be permitted on site.*

## **Shipping Address**

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Vancouver International Boat Show 2025  
Exhibiting Company Name / Booth Number  
777 Pacific Boulevard,  
Vancouver, BC V6B 4Y8

***DIRECT SHIPPING TO SHOW SITE: Show Management will accept exhibitor shipments as of Friday, January 24th. (Not applicable to freight/large items requiring forklifts without prior submission of the Boat & Equipment Handling Order form). Advance Shipment arrangements can be made directly through Global Convention Services.*** Forklifts cannot handle goods unless safe, proper skids and cradles are provided by the exhibitor. There is no charge for these services provided guidelines are followed.

## **Use Of Adhesive/Carpet Tape**

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**Carpet Tape – Use of guaranteed residue-free, double-sided carpet tape must be used to ensure your company does not incur cleaning charges.** Approved tape will also be sold by Global Convention Services on-site during all move-in days – their on-site office is located at the East Door's Field Entry adjacent to the show office.

**Exhibitors who do not use residue-free carpet tape will have cleaning costs charged back to them.**