

## Exhibition move in

### Timings

Monday 29 August 2016  
3:00pm – 7:00pm

Exhibitors must adhere to the access times specified above. Access into the exhibition space prior to the scheduled time cannot be permitted.

Please note all displays must be set up by **8:00am Tuesday 30 August 2016** ready for the conference and exhibition opening.

### Registration pickup

Upon arrival at the Adelaide Convention Centre (ACC) on Monday 29 August 2016, please make your way to the Exhibition Hall (Hall H). Your exhibitor registration pack will be located in your booth upon entry. The ALIA Events Team will be onsite to assist with any questions you have during your exhibition move in.

### Deliveries

It is strongly recommended that any exhibitor transporting freight to and from the ACC use the services of a specialised exhibition focused freight forwarder. ACC recommends using Agility Fairs & Events +61 3 9330 3303.

Please ensure you have delivery details with you on hand in case of absent packages to ensure a smooth process onsite. All exhibitor deliveries will be located in the ACC loading dock unless prior arrangements were made with a freight forwarding company.

### Loading dock access

Access to the loading dock for move in is on **Monday 29 August 2016**. No deliveries will be accepted prior to this date.

The loading dock is deemed to be for loading and unloading only. No access or parking is permitted during the event.

A limit of 20 minutes per vehicle is applied to all vehicles using the North Terrace Loading Dock.

Adelaide Convention Centre  
North Terrace Loading Dock  
North Terrace, Adelaide  
South Australia, 5000

**ALIA NATIONAL 2016 CONFERENCE**

**Adelaide Convention Centre**

**Monday 29 August – Friday 2 September 2016**



## NATIONAL 2016 c o n f e r e n c e

### Safety - high visibility vests

All contractors, tradespeople, exhibitors, sponsors and anyone else required to access the exhibition hall and loading dock during set-up and tear-down are required to wear identification tags and high visibility safety vests at all times whilst in the exhibition hall and loading dock areas.

High visibility vests must comply with Australian safety standards and it is the responsibility of the individual to bring their own.

### Move out

We will distribute details of move out onsite. However as a reminder move out is:

Thursday 1 September 2016

3:30pm – 6:00pm

No exhibitor will be able to remove items prior to this time due to health and safety regulations.

### Need assistance?

Should you have any enquiries prior to your arrival onsite, please do not hesitate to contact Lisa Thomson from the ALIA Events Team at [lisa.thomson@alia.org.au](mailto:lisa.thomson@alia.org.au).

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