

BIG BOY TOY SHOW  
JUNE 23<sup>RD</sup>, 2007  
**MOVE-IN / OUT INSTRUCTIONS**

Move-In & Move-Out times / Show Schedule:

<b>Tuesday</b>	<b>06/19/07</b>	<b>8am - 5pm</b>	<b>In House Decorator Set up</b>
<b>Wednesday</b>	<b>06/20/07</b>	<b>8am - 5pm</b>	<b>In House Decorator Set up</b>
<b>Thursday</b>	<b>06/21/07</b>	<b>9am - 5pm</b>	<b>Exhibitor Move-In -&gt; Special Requests Only (must call)</b>
<b>Friday</b>	<b>06/22/07</b>	<b>8am - 8pm</b>	<b>Exhibitor Move-In</b>
<b>Saturday</b>	<b>06/23/07</b>	<b>7am - 9am</b>	<b>CAR SHOW ONLY Move-In Continues</b>
<b>EXHIBITORS - EVERYTHING MUST BE MOVED IN BY 8:00pm on FRIDAY 06/22/07</b>			
Saturday	06/23/07	10 am - 6 pm	Show Hours (Exhibitors may enter at 9 am)
Saturday	06/23/07	6 pm - 10 pm	Booth Exhibitor and CAR SHOW Move-Out

**CAR SHOW VENDORS: FOR INSIDE BUILDING DISPLAY - FUEL TANK MUST CONTAIN ¼ TACK OF GAS OR 5 GALLONS, WHICHEVER IS LESS - NO EXCEPTIONS**

Check-In Procedures:

**Booth & Bulk spaces must be paid in full PRIOR to move-in day.  
Vendors who owe payment will not be allowed to move in.**

Check-In at registration **before** moving in any exhibits.

- An Expo Center representative will give you parking instructions and will direct you to the appropriate load-in doors. **Please dress weather-appropriate!**

Move-In Details:

- **PLEASE DO NOT LEAVE TRAILERS IN THE PARKING LOT.**
- Hand carried items **only** will be permitted during move-in on Saturday for Exhibitors.

Move-Out Details:

- All booth spaces must be empty by 10 pm on Saturday, June 23rd, 2007.
- **All CARS must be off the premises by 10pm on Saturday, June 23rd, 2007.**

**DISPLAYS AND PRODUCTS MUST STAY ASSEMBLED UNTIL THE END OF THE SHOW.**

**DO NOT PACK UP EARLY!!!!**

Vendors who start to pack up PRIOR TO 6PM ON SATURDAY will jeopardize their eligibility for future Ballantine Management Group events.