

(IN-LINE BOOTH EXHIBITOR)- MOVE-IN NOTICE 2019

New This year! [Click Here](#) for your Specific Move-In Time

Vehicles restricted from entering the building: Vehicles are not permitted into the Javits Center. If you are in a vehicle carrying product or display items you will need to have the vehicle unloaded at the docks where labor will be there to assist you in getting your items to your space. (*There is no cost for this service*). Please plan accordingly for these regulations.

Please keep in mind due to the facility expansion construction there is no staging lot at the Javits Center

It is recommended if you are staging around the building that you have the company name, drivers name, drivers cell phone number on a piece of paper visible on the dash to identify your carrier.

Freight deliveries: It is critical that your carrier is scheduled to arrive on your move-in date and time. **All exhibitors must first obtain a move-in card from the check in office located at the 35th Street & 12th Avenue** a minimum of 30 minutes prior to your scheduled move-in time. Make sure to leave your cell phone number with the freight check-in supervisor so you can be contacted when we are ready for you. You will not be allowed to enter the Javits Center entrance at 40th street without the move-in card. This card must be displayed in clear view, printed-side up on your dash above the steering wheel. Please be aware that there is limited space around the Javits Center for staging your vehicle.

[Click Here for Check-In Office Map](#)

Advance Shipments: The warehouse for advance shipments is located at:

Exhibitor (Company) Name, Space Number
New York Boat Show
c/o ABF Freightways
414 Maspeth Avenue
Brooklyn, NY 11211
718-599-9339

**Shipments can arrive as early as 9am December 17
Shipments must arrive by noon on January 18.**

Carpet Cleaning: Please note that the Javits Center has exclusivity on cleaning carpet. Exhibitors are not allowed to clean their own carpet and must order cleaning services from the Javits Center. If exhibitors try and clean their own carpet they will still be billed by the Javits Center for cleaning service.

If you need to make special arrangements or have questions please contact Josh Rosales

Phone: (646) 370-3679 • jrosales@nmma.org