

Victory of Light

Move In Instructions with Directions & Map

SHARONVILLE CONVENTION CENTER
11355 Chester Road • Cincinnati Ohio 45246

Set-up & Break Down

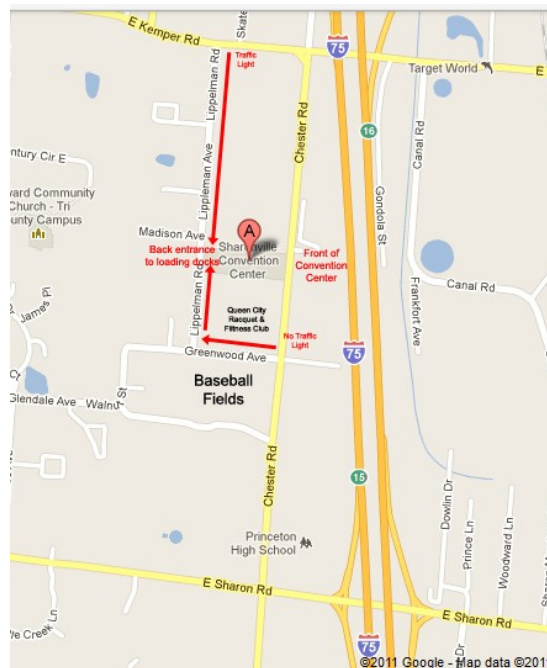
Friday set up starts at 12:30 p.m. for Booths 100-720, and 3:30 p.m. for Booths 11-27 and 800-1014. Friday set up ends at 10 p.m. Saturday set up is from 7:45 a.m. – 9:45 a.m. If you must arrive early on Friday, please let us know in advance so your booth is ready. All booths must be completely set up by 10 a.m. Saturday when doors open to the public. Participants who arrive after the expo opens to the public may lose their reserved space to those on our waiting list. If you are late due to an emergency, call Victor at (513) 310-3366.

Accessing the Docks

The most direct access to the loading/unloading zones is from Lippelman Rd. (which runs behind the Convention Center). See the map to the right. Lippelman can be accessed either from Kemper Road (at light at Wendy's) or from Greenwood Ave. off Chester Rd. Docks can also be accessed from the Chester Rd. main entrance driveways to the convention center. Just drive to the back of the building.

Loading/Unloading

There are 2 drive up docks (Docks 1 & 2) available for unloading and move in and 2 Doors (see floorplan). **Friday Move Ins:** If your booth is in Exhibit Hall A (Booths 100-727) please use Dock 1 or the 2 Move In Doors. If you are in Exhibit Hall B (Booths 800-836) or C (Booths 900-1014) Dock 2 will be closer to your booth but you may also use the other entrances. Refer to the floorplan for details. If you are in the entrance hall please use Dock 1 or the Move In Doors. **Saturday Morning Move Ins:** Use Move In Doors 1 & 2 only; Convention Center staff will start to block access to the loading docks Saturday morning to prevent parking in No Parking areas. **Vendors may NOT unload and move in through any of the public entrance lobby doors.**



Please note: the loading docks are for fast unloading and loading only. Please pull up, unload, move your vehicle and then move your items to your booth so the next person can unload. DO NOT park there any longer than necessary to unload your items. Since carts are in short supply, please unload your items into your booth and return the cart to the loading dock before setting up your booth. We will have staff available at the loading docks and doors to assist you and walk you to your booth.

IMPORTANT: Smoking is NOT allowed on the loading docks at any time. This is a Convention Center Regulation. If you wish to smoke you must do so in the designated smoking area on the veranda next to the main entrance for the general public. If you are caught smoking on the loading docks you will not be invited back to Victory of Light. Similarly, do not use the Move In Doors to exit the expo for a smoke during expo hours. These are Emergency Exits which the convention center graciously allows us to use for Move-In, and we don't want to lose this privilege!

How to Get To The Sharonville Convention Center

<p><u>From the North (Dayton)</u></p> <p>Take I-75 South to the Sharon Road Exit (#15). Turn right on Sharon Road. Go one block to Chester Road and turn right. The Convention Center is located ½ mile on the left.</p> <p><u>From the North (Columbus)</u></p> <p>Take I-71 South to I-275 West. Go to I-75 South toward Cincinnati. Follow above directions.</p>	<p><u>From the East</u></p> <p>Take I-275 around the north side of the outer-belt (North/West) to I-75 South. Follow directions preceding directions.</p>
<p><u>From the South</u></p> <p>Take I-75 North to the Sharon Road Exit (#15). Turn left on Sharon Road. Go one block to Chester Road and turn right. The Convention Center is located ½ mile on the left.</p>	<p><u>From the West</u></p> <p>Take I-275 around the north side of the outer-belt (North/East) to I-75 South. Follow directions above.</p>