

A RIGHT TO WORK FACILITY

Move In Procedures

The MTCC uses an on-line loading dock management system for reserving a loading dock time, powered by Voyage Control. This service helps you to reserve a time slot for moving your materials directly in/out of the MTCC loading dock. This loading dock management system not only saves you time, but also helps reduce CO2 emissions in the local area.

NOTE: Access to the MTCC loading docks is by reservation only.

Event Name: Family Medicine Forum 2022

Move In Date: Tuesday, November 8th, 2022

Move In Time: 12:00pm - 8:00pm

User Type: Exhibitor Move In

Booking Code: FMF22

Move In Location: South Building - South Loading Dock

MOVE IN PROCEDURES:



Please use our online booking portal at: <https://mtcc.voyagecontrol.com>
You will be asked to create a login and password to access the portal.



Once signed into the Loading Dock Management System, you can make a booking to create your vehicle move in and move out pass.



Please print out your pass or have it available to show on your phone upon arrival or **transfer that pass to your delivery company.**



Proceed to the relevant dock area with your booking pass at the scheduled time.



A 30 minute unloading time is enforced. Should you require more time to load, please see a dock staff member. Once unloaded you must exit the loading docks.

16+



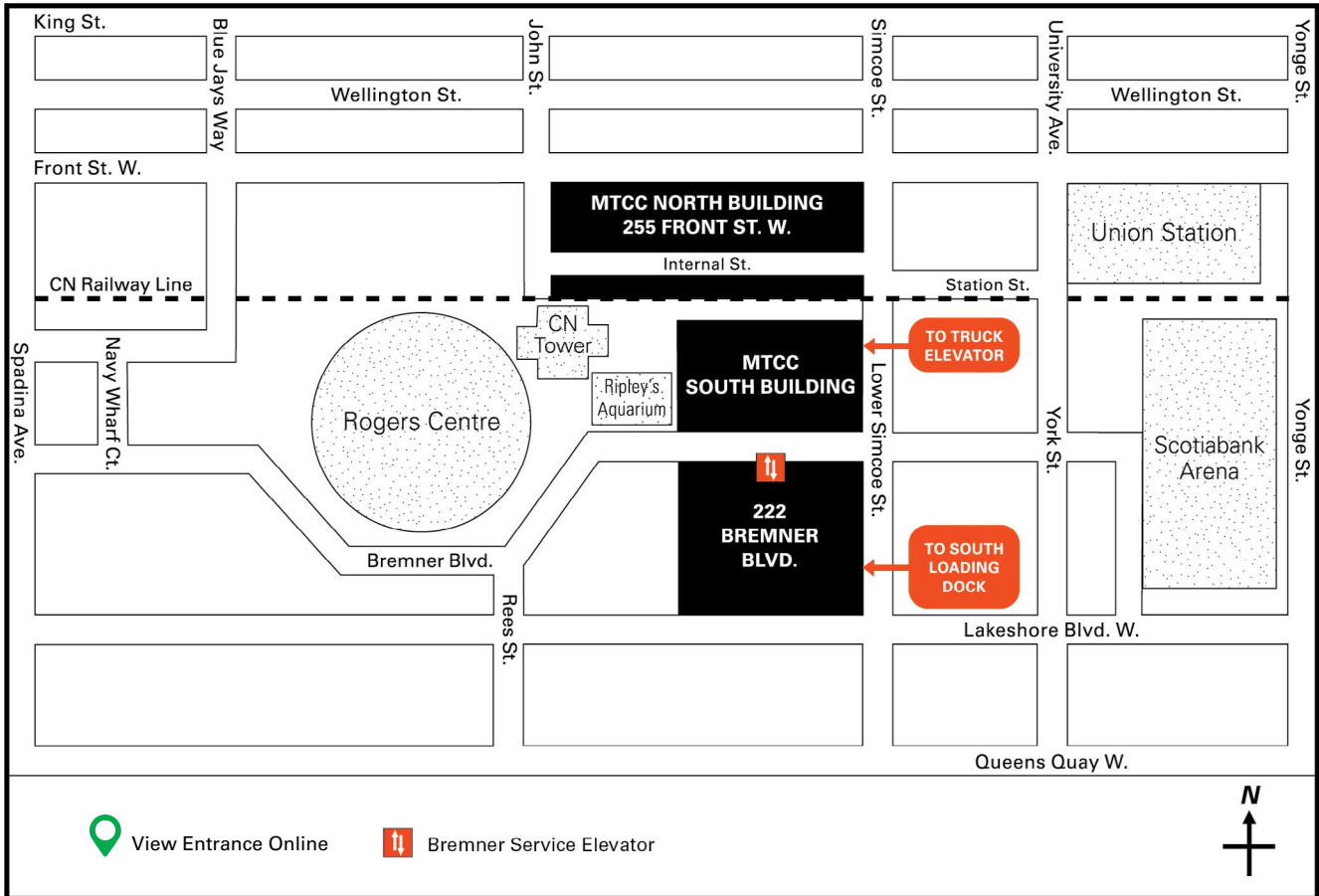
SAFETY:

*16 Years of Age *Smoke & Vape Free Environment *PPE Required and *Power Shut off ½ hour after event. No material may be transported through the main entrances, carpeted areas, escalators or public passenger elevators unless carried by hand.



4 wheeled dollies, pallet jacks or oversized loads are prohibited from leaving all Exhibit Halls into the pre-function areas. Please use the designated loading area when using this type of equipment.

South Building Loading Docks Map



Map is not to scale
02/22

