



## ACC NORTH POV GUIDELINES

### SCENARIO A (FULL EXHIBITS SHOW): HEAVY POV/FREIGHT ACTIVITY & THE P5 LEVEL RENTED

- Exhibitors park on the P4 level of Car Park #1 to load in/out
- Freight elevator #14 would be used at the P4 level for this activity
  - Freight elevator #15 would remain in use for the GSC. Exhibitors would stay clear of any dock activity on the 100 Level and move-in activity on the 200 Level/P5 Level
- *Client to provide the following:*
  - Messaging to all exhibitors that oversized equipment load-in & load-out will take place inside of Car Park #1 – signage & parking attendant to direct to proper level (place information in exhibitor kits, emails blasts to exhibitors, etc...)
  - Some directional signage directing exhibitors to elevator #14 throughout the show floor
  - Additional security staffing would be required for move-in & move-out:  
*Move-in (only the north & south doors would be OPEN):*
    - \* (2) guards: (1) guard at each entrance
    - \* (1) guard at the service corridor entrance on the east side (100 level)
    - \* (1) guard at service corridor entrance on the east side (200 level)
    - \* (1) guard at the P4 level next to the freight elevator
    - \* (2) guards: (1) in each passenger elevator within Car Park #1  
*Move-out:*
    - \* (2) guards: (1) guard at each entrance
    - \* (1) guard on the Plaza level on the terrazzo
    - \* (3) guards on the (200) level (at each entrance directing exhibitors to elevator #14 as needed)
    - \* (2) guards: (1) at the bottom of the escalators (100 Level)
    - \* (1) guard at the service corridor entrance on the west side (100 level)
    - \* (1) guard at service corridor entrance on the west side (200 level)
    - \* (1) guard at the P4 level next to the freight elevator (directing guests as needed)
    - \* (2) guards: (1) in each of the passenger elevators within Car Park #1

### SCENARIO B (FOR A SHOW ON LEVEL 100 ONLY):

- Exhibitors would park on the P4 level of Car Park #1 to load in/out
- Freight elevator #14 would be used at the P4 level for this activity
- *Client to provide the following:*
  - Messaging to all exhibitors that oversized equipment load-in & load-out will take place inside of Car Park #1 – signage & parking attendant to direct to proper level (place information in exhibitor kits, emails blasts to exhibitors, etc...)
  - Some directional signage directing exhibitors to elevator #14 throughout the show floor
  - Additional security staffing would be required for move-in & move-out:  
*Move-in (only the north & south doors would be OPEN):*
    - \* (2) guards: (1) at each entrance
    - \* (1) guard at the service corridor entrance on the east side (100 level)
    - \* (1) guard at the P4 level next to the passenger elevators (directing guests as needed)
    - \* (2) guards: (1) in each of the passenger elevators within Car Park #1

*The additional option is to shut down the north elevator/escalator & reduce the necessary coverage accordingly.*

## SCENARIO B (FOR A SHOW ON LEVEL 100 ONLY) (CONTINUED):

### Move-out:

- \* (2) guards: (1) at each entrance
- \* (2) guards at the 100 Level: (1) at the bottom of each escalator
- \* (1) guard at the service corridor entrance on the east side (100 level) **(OPTIONAL POST)**
- \* (1) guard at the P4 level next to the freight elevator (directing guests as needed)
- \* (2) guards: (1) in each passenger elevator within Car Park #1

## SCENARIO C (FOR A SHOW ON LEVEL 200 ONLY):

- Exhibitors would park on the P5 level of Car Park #1, if possible. If not, then the P4 level in Car Park #1 would be used.
- Freight elevator #14 would be used at the P4 level
- *Client to provide the following:*
  - Messaging to all exhibitors that oversized equipment load-in & load-out will take place inside of Car Park #1 – signage & parking attendant to direct to proper level (place information in exhibitor kits, emails blasts to exhibitors, etc...)
  - Signage at the entrance to Car Park #1 informing exhibitors to park at the appropriate level (similar to Car Park #2 NPEW signage) & a few signs within Car Park #1 directing guests to appropriate level
  - Some directional signage directing exhibitors to elevator #14 throughout the floor
  - Additional security staffing would be required for move-in & move-out:

### Move-in (all entry doors locked except the south & north doors):

- \* (2) guards: (1) at each entrance
- \* (2) guards at the 100 Level: (1) at the bottom of each escalator
- \* (1) guard at the service corridor entrance on the east side (100 level) **(OPTIONAL POST)**
- \* (1) guard at the P4 level next to the passenger elevators (directing guests as needed)
- \* (2) guards: (1) in each passenger elevator within Car Park #1

*The additional option is to shut down the north elevator/escalator & reduce the needed coverage*

### Move-out:

- \* (2) guards on the Plaza Level next to each elevator
- \* (1) guard on the Plaza level on the terrazzo
- \* (2) guards at the 100 Level: (1) at the bottom of each escalator
- \* (1) guard at the service corridor entrance on the west side (100 level)
- \* (1) guard at the P4 level next to the freight elevator (directing guests as needed)
- \* (2) guards: (1) in each passenger elevator within Car Park #1

If the freight elevator goes out of service, then the alternate plan for move-in/move-out would be to use the P5 level for the 200 Level & the loading dock for the 100 Level. The GSCs would need to coordinate with the client on this.

## ACC TO PROVIDE THE FOLLOWING IN ALL SCENARIOS:

- Block/cone off (3) parking spaces next to elevator #14 on the P4 Level and (4) spaces for POV Line queuing using bike barricades
- Standard signage directing exhibitors to the appropriate level or the client can also provide customized signage as well