



THE WORLD'S GREATEST COLLECTOR CAR AUCTIONS®

## **Move-In Information**

To make your move-in process as easy as possible, we have strategically scheduled your initial move-in date and time, as indicated in your packet email. Failing to arrive on your assigned date and time will affect not only your move-in, but also the move-in of other exhibitors around you. If you have a conflict with your assigned move-in time, please alert your account manager immediately.

If you have provided the appropriate auto liability coverage, you will be permitted to drive up to the check-in tent. **Because of extreme congestion, you are asked to remove your vehicle to the parking lot immediately after unloading (prior to setting up your space).**

Please check-in at Exhibitor Check in (see attached map) during your designated time. **No client will be permitted to move-in without being accompanied by a TEG representative.** If it will take you more than one day to set-up, please return to check-in to obtain the appropriate move-in pass and wristbands.

### **The full check-in schedule is as follows:**

Tuesday, September 25<sup>th</sup>: 9:00 AM – 11:30 AM and 12:30 PM – 3:00 PM

Wednesday, September 26<sup>th</sup>: 9:00 AM – 11:30 AM and 12:30 PM – 3:00 PM

While check-in will close at the above times, the facility will remain open for you to set-up your display until 5 PM on Tuesday and Wednesday. **Please make sure your booth is completely set by 5 PM on Wednesday, September 26<sup>th</sup>.** The event will open to the general public at 8 AM on Thursday, September 27<sup>th</sup>.

## **Move-Out Information**

**Move-Out will begin at 8 AM on Sunday, September 30<sup>th</sup>.** The Exhibitor team will distribute full move-out instructions on Saturday morning, which will provide you with detailed and important information regarding the move-out procedures. Exhibitors should keep booths fully functional until the last car crosses the auction block, but may break down your materials after the auction ends on Saturday night. Full move-out may not begin until Sunday morning, at which point sales and tax information will be collected. All move-out will be coordinated through TEG.

All exhibitor displays must be completely removed from the site by Sunday, September 30<sup>th</sup> at 12 PM. Any vehicle or display still remaining onsite after 12 PM will be removed to a drayage area and subject to a handling fee prior to reclaiming.