

NEWH Seattle Unloading & Loading Instructions:

Unloading:

- 5 spots will be reserved for NEWH out front of Elliott Hall at Bell Harbor. These spots will be reserved during the set-up times only; 9/21 from 1-4pm and 9/22 from 7:30am-11:00am.
- You may also pull up & use your flashers at your own discretion.
- Immediately move your vehicle so others may use these spots; parking is available in the Art Institute Parking Garage across the street.
- You may hand carry items in but are not allowed to use large carts or dollies as we are contracted for shipping through Triumph Exposition.
- 2-hour parking is available right next to the entrance to the sky bridge from the Art Institute Parking Garage.
- Set-up must be completed day-of-show no later than 11:00am so Triumph can finalize for show.

Loading:

- Break down of booths may begin at 6:00pm; Triumph will return empties to your booth at this time.
- You may either park out front using your flashers at your own discretion OR pull into the very north end of the building and pull up to the gate. At gate, call Bell Harbor Conference Center (#003), concierge will answer. Let them know you're here for *NEWH Load Out* & you'll be buzzed in.
- 2-hour parking is also available right next to the entrance to the sky bridge from the Art Institute Parking Garage.
- Do not block fire lanes or park directly in front of roll up doors.
- Outbound crates or skids handled by Triumph, use their advanced forms for shipping & drayage & coordinate with Triumph directly.
- Exhibitors must have booths completely packed & moved out before attending the after party.

Parking:

- Art Institute Parking Garage - \$12/day.