

POV & CART SERVICE PROCEDURES**MOVE-IN**

*Sunday, January 15 - 8:00 a.m. to 8:00 p.m.
Monday, January 16 - 6:00 a.m. to 8:00 p.m.*

- Drivers will check in at the blue check-in office, receive a time-stamped inbound window card with booth number and check-in time, and be placed in line for dispatching. Please see map on page 2 of the POV/Cart Service form.
- Please note: all customers will be accommodated in order of check-in time. Every attempt will be made to keep the time of check-in through unload to less than 2 hours. Space constraints and the amount of people checking in at the same time will influence the amount of time needed to unload each P.O.V.

If you qualify for the Cart Load Material Handling, your first cart load is at NO CHARGE (compliments of SHOT Show) and additional cart loads will be charged at the rate of **\$103.75 per cart load**. A cart load is considered 3' wide x 5' long and 3' high. This is a round trip charge.

There will be signage onsite to direct you to the P.O.V. Staging Area. **There will be traffic coordinators to assist you in finding this location.** This service will require one person to remain with the vehicle at all times. There will be no parking in these areas.

MOVE-OUT

Friday, January 20 - 5:00 p.m. to 9:00 p.m.

In an effort to improve efficiencies at move-out, all Material Handling Agreements for customers using P.O.V. Service on the inbound will be delivered to your booth prior to show closing on Friday, January 20th.

The P.O.V. Staging Area will open at 2:00 pm on Friday, January 20th. You will once again receive a time-stamped window card and be placed in line for dispatching. **Please note: according to show regulations, P.O.V. loading will not begin until 5 pm on January 20th.**

The first cart load is at NO CHARGE (compliments of SHOT Show) and additional cart loads will be charged at the rate of **\$103.75 per cart load**. A cart load is considered 3' wide x 5' long and 3' high. This is a round trip charge.

Please have your material packed and ready for loading before reporting to the P.O.V. Staging Area. **There will be traffic coordinators to assist you in finding this location.** This service will require one person to remain with the vehicle at all times. There will be no parking in these areas.

Due to the limited space at Caesars Forum, there could be a 2 to 3 hour wait for reloading.

POV & CART SERVICE

Freeman and NSSF are pleased to provide Cart Service for the 2023 SHOT Show.

DEFINITION OF PRIVATELY OWNED VEHICLE:

Privately Owned Vehicles are defined as cars, pick-up trucks, vans and other trucks primarily designed for passenger use, not cargo or freight. Vehicles that do not qualify for this service, or that have material that requires mechanical assistance to unload, will be directed to the Freeman Marshalling Yard.

Workers equipped with a flat cart scooter will assist exhibitors with unloading. Each cart will handle a load approximately 3' wide x 4' long x 3' high. Freight must not exceed 300 lbs. For safety reasons, it will be the judgment of the freight supervisor if the load can go higher than 3 feet. Cart Service includes storage of empty cardboard/product boxes at no additional charge. Empty stickers for your cartons and cases will be provided for this service.

RATES:

NSSF and Freeman are please to provide Cart Service for **one (1) round trip**, from the dock to your booth and your booth back to the dock. All additional trips will be at the rate of **\$103.75 per round trip**.

DIRECTIONS:

- To receive this service, proceed directly to the facility and check in at the designated POV Check-In area for staging, checking in, processing paperwork and determining if vehicles are qualified for Cart Service. Please see map provided. There will be signage posted to direct you.
- Two people must be with the vehicle - one to accompany the product to the booth and one to remove the vehicle from the area.
- The determination of Cart Service versus Material Handling will be made at the discretion of Freeman management. Any disputes will be handled at the time of unloading.

AVAILABILITY:

Cart Service will be available on the following dates and times:

<u>Move-In</u>				<u>Move-Out</u>	
Sunday	January 15	8:00 a.m. - 8:00 p.m.	Friday	January 20	5:00 p.m. - 9:00 p.m. *
Monday	January 16	6:00 a.m. - 8:00 p.m.			

* Please visit the Freeman Service Center to complete and/or submit an Outbound Material Handling Agreement.

Please note: We anticipate that during peak periods, wait time can exceed 2-3 hours.

VEHICLES THAT QUALIFY:



VEHICLES THAT DO NOT QUALIFY:



