

MOVE-IN AND MOVE-OUT INFORMATION

NAME OF COUNTRY/ETHNICITY REPRESENTED _____

NAME OF CONTACT PERSON _____ PHONE _____

EMAIL _____

GENERAL INFORMATION:

Do you have any of the following to be moved in/out: (Check all that apply)

Large construction pieces _____

Miscellaneous large pieces _____

Large display cases or furniture _____

Small appliances _____

Large appliances _____

Souvenirs _____

Describe Issues _____

Will you need help getting items from vehicle to booth? Yes _____ No _____

What type of vehicle(s) will you have to for move-in and move-out?

Car or van _____

Large truck (high enough to use loading dock spaces) _____

Large van _____

Large truck (too low to use loading dock spaces) _____

Pick-up truck _____

Other (please explain) _____

MOVE-IN INFORMATION:

Preferred Move in time:

Thursday _____

Friday _____

How long do you expect it will take to totally unload your vehicle and get your items to your booth and unloaded from the carts? _____

MOVE-OUT INFORMATION:

How long do you expect it will take to tear-down, pack up and be ready to move out? _____

ADDITIONAL INFORMATION:

Is there anything else we need to know to help you with your move-in and move-out experiences? Please explain.