

## Lend-A-Hand Program

For those exhibitors who are “do-it-yourself-ers” we’re offering a little extra assistance. We’ve secured easier access and additional free labor for both move-in and move-out. Please review the details and qualifications closely.

Privately Owned Vehicles (POV) - Defined as cars, pick-up trucks, vans (rental vans are allowed), and other trucks primarily designed for passenger use and no larger than a Ford Econoline Van may participate in the Lend-A-Hand program.

Box Trucks, Straight Trucks, Bobtails, Contract Carriers, Cube Trucks, U-Haul Trucks, Ryder Trucks, as well as any Trailers hitched to any vehicle are not permitted to participate in the Lend-A-Hand program and must also go to the loading dock in the rear of the exhibit hall. All materials loaded in/out of the loading dock will be subject to building charges for the handling of materials.

### Lend-A-Hand Move-In

#### Program Time & Dates

Tuesday, October 15, 2024 from 8:00 AM – 5:00 PM

Wednesday, October 16, 2024 from 8:00 AM – 5:00 PM

Vehicles may enter at 369 12th Ave and proceed to the Level 3 North loading docks for assisted labor.

Labor assistance via Lend-A-Hand placard at the Level 3 North loading docks is provided at NO Charge. Tipping labor is strictly prohibited.

Exhibitors are still permitted to self-load / unload and move materials using a 2-wheeled hand truck from the POV lane of the Inner-Roadway only.

Lend-A-Hand Move-Out

#### Program Time & Dates

Sunday, October 20, 2024 5:00 PM – 10:00 PM

There will be a sign-in area for assisted labor move-out at the Level 3 North loading docks.

If you wish to utilize this service, sign in at the predetermined location at the show’s conclusion and labor will come to your booth, load your materials and bring it to your vehicle.

Labor assistance via Lend-A-Hand placard at the Level 3 North loading docks is provided at no charge and tipping labor is strictly prohibited.

### Show Days – Exhibitors with boxes/inventory

Hand-carry materials are no longer permitted to enter the Crystal Palace, via 11th Avenue due to Lincoln Tunnel congestion concerns. On Show Days Exhibitors with product/boxes are to enter the Javits at the Exhibitor Tent located on 37th and 11th. Boxes/items will be X-Rayed and standard bag check, metal detector procedures will take place here. If an Exhibitor is not bringing inventory to the Event on Show Days, please enter the Javits via the Crystal Palace at 35th and 11th for expedited entry.

### Move-In & Move-Out for self-unloading/privately owned vehicles (POV'S)/hand-carry

The hand carry policy, which is outlined below, is designed to maximize exhibitor move-in/out efficiency and minimize traffic congestion. Exhibitors should take notice that 11th Avenue and the adjacent streets around the Javits Center are no longer permitted to be used for staging or unloading hand-carry materials as in years past by order of the City of New York. Likewise, hand-carry materials are no longer permitted to enter the Crystal Palace, via 11th Avenue due to Lincoln Tunnel congestion concerns.

Exhibitors whose vehicles are illegally parked will be subject to a fine and/or vehicle towing by the New York City Police Department (NYPD). In an effort to streamline the hand carry process for our exhibitors, the Javits Center's Security and Safety Solutions Department provides all exterior security staffing and oversight for hand carry operations.

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### Javits Center Hand Carry Policy

To view the Javits Center Hand Carry Policy, review the Freight Moving section [here](#).