Vehicle Marshalling / Move-In / Move-Out

A marshalling yard has been established at 100/120 Cherry Street in order to facilitate move-in and move-out of events at the Metro Toronto Convention Centre.

Move-in / out information / bulletins will be provided by Show Management. Any variations to the procedures listed below will be indicated as such on the move-in / out information / bulletins.

PROCEDURES:

1. All vehicles will report first to the vehicle marshalling area. This lot is 3.8 km from the Convention Centre.

2. The marshalling yard is open 1 hour prior to scheduled move-in/move-out times.

3. An attendant will be posted at the marshalling area. The attendant will assign the delivery order of the vehicles and give a numbered ticket to the driver based on a prearranged priority listing produced by show management. The cost of the attendant will be at the expense of the Convention Centre when required during operational hours of 0700–2359. Charges will be applied between 0001–0700.

4. A call will be made to the attendant to dispatch vehicles. As space becomes available, the drivers will be directed to the North Building (Front Street) or to the South Building (Lower Simcoe Street).

5. Upon arrival at either entrance, the driver will turn in their assigned tickets.

6. Vehicles entering the loading dock areas will be met by the Convention Centre dock staff who will control the flow of vehicle traffic.

7. Vehicles going up onto the North Building Exhibit Floor will be met by dock staff positioned at John Street and on the ramp to control the pedestrian traffic on the ramp.

8. During the winter season, the Convention Centre will bear the cost of the labour and equipment to keep the ramp open to traffic, to clean off vehicles before going onto the floor and to keep the floor clean. The Centre will also be responsible for snow removal in the marshalling area.

9. The control of the vehicles once onto the Exhibit Floor will be the responsibility of Show Floor Management in conjunction with the Convention Centre dock staff.

10. Freight elevators, when in use, will be manned and controlled by operators supplied by the Convention Centre.

11. Vehicle storage is available during events at $32.00 plus 13% HST per day. Arrangements must be made in advance through the Dock Office at (416) 585-8345 / (416) 585-8278 or cell number (416) 529-3461.

NOTE:

Vehicles will be held in the marshalling yard before and after Rogers Centre events where pedestrian and vehicular traffic block access to the ramp. Times for these periods will be scheduled on an individual basis as schedules warrant. Vehicle marshalling inquiries – Tel: (416) 585-8345 / (416) 585-8278 or cell number (416) 529-3461.

Vehicle Marshalling / Move-In / Move-Out

Directions from the Cherry St. Marshalling Yard to the Metro Toronto Convention Centre:

(A) Directions to the Metro Toronto Convention Centre North Building, West Ramp

1. Head north on Cherry St. (toward Lakeshore Blvd.)
2. Slight left onto Lake Shore Blvd.
3. Turn right onto Lower Simcoe St.
4. Turn left onto Wellington St.
5. Turn left onto John St.
6. Head through the intersection and up the West Ramp

Entrance to the Exhibit Hall(s) will be to your left.

(B) Directions to the Metro Toronto Convention Centre North Building, East Loading Dock & West Freight Elevator

1. Head north on Cherry St. (toward Lakeshore Blvd.)
2. Slight left onto Lake Shore Blvd.
3. Turn right onto Lower Simcoe St.
4. Turn left toward the Convention Centre Internal St.

Entrance to the East Loading Dock will be immediately to your left.
Entrance to the West Freight elevator: continue through Internal St. towards the parking exit, Loading Docks for West Freight will be to your immediate right.

(C) Directions to the Metro Toronto Convention Centre South Building, Loading Dock & Truck Elevator

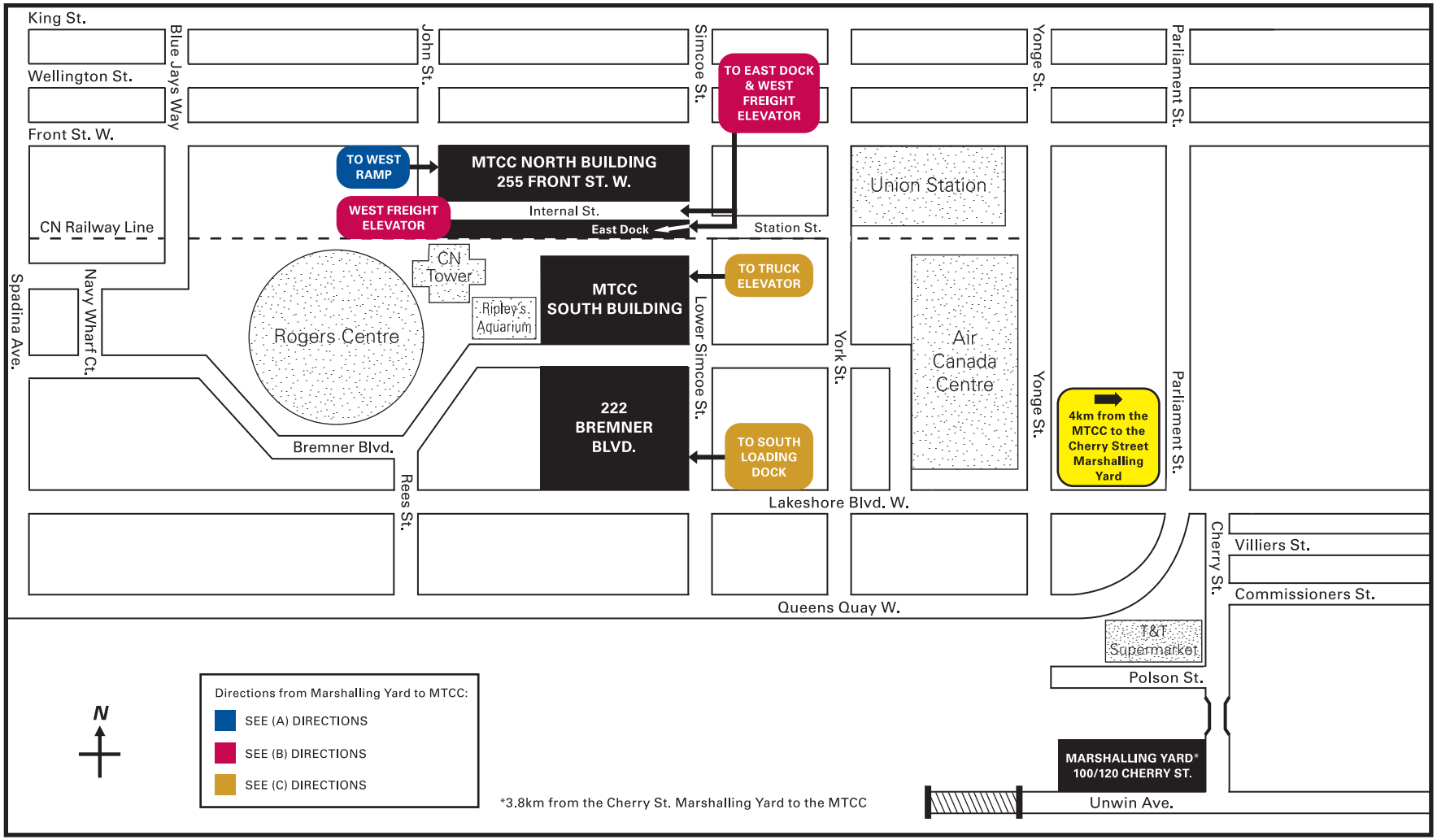
1. Head north on Cherry St. (toward Lakeshore Blvd.)
2. Slight left onto Lake Shore Blvd.
3. Turn right onto Lower Simcoe St.

Entrance to Loading Dock will be immediately to your left.

Entrance to the Truck Elevator is 80m ahead to your left.

metro toronto convention centre®

Metro Toronto Convention Centre (MTCC)



Map is not to scale

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