



JACOB K. JAVITS CONVENTION CENTER OF NEW YORK®

JAVITS CENTER REMINDS CUSTOMERS ABOUT HAND CARRY POLICY

TO MINIMIZE TRAFFIC CONGESTION

Approved During Hand Carry Operations:

- Individuals moving these items must be employees of the exhibiting company and must carry identification to verify their position;
- Exhibitors moving items must use doors and routes designated by event management;
- Hand-carried items can be brought in through the front of the building (east side) and at specified times, the north side, as long as traffic regulations are obeyed;
- Exhibitors may use nothing larger than a two-wheeled baggage cart (plastic or rubber wheels only) to move their items;
- Hanging clothing racks with four wheels are allowed for moving hanging garments;
- Pop-up displays – equal or less than 10 feet in length and capable of being carried by hand by one person – may be brought into the building; and
- The Javits Center reserves the right to search any box, bag, container, crate, etc. to ensure full compliance with the building's regulations.

Prohibited During Hand Carry Operations:

- The Javits Center will not accept freight via hand carry from any truck or trailer through any 11th Avenue entry point or any entry point other than through our loading docks. All such trucks should check-in at the store front general contractor locations prior to entering the loading docks on 12th Avenue and 39th Street.
- Power tools, ladders or any other type of carpenter/construction equipment are not permitted in the building, unless specific written approval is obtained in advance;
- Any freight from any size- box truck, moving truck or trailer;
- Any freight moved on equipment larger than a two-wheeled baggage cart;
- Any freight that cannot be hand carried by one person; and
- Any freight transported by a moving or freight company, contractor or any persons other than Javits Center freight handlers or direct employees of an exhibiting company engaged in approved hand carry operations.
- For your safety and the safety of others, freight may not be transported up or down Javits Center escalators.



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On the west side of 11th Avenue between 34th Street and 40th Street:

- Hand carry operation hours are specific and designated by event management;
- Loading and unloading of vehicles is limited to vehicles no larger than a standard van;
- All vehicles are allocated 30 minutes, and the time limit will be strictly enforced;
- Vehicle hazard lights must be engaged at all times
- Drivers must present identification upon arrival
- A Javits parking placard will be issued
- All vehicles must be parked alongside the curb, and double parking is strictly prohibited;
- All vehicles must be attended at all times by a licensed driver;
- Parking or standing on the east side of 11th Avenue is strictly prohibited;
- Exhibitors recommend pack all exhibit items before staging a vehicle curbside; and
- Failure to follow the above regulations may lead to a fine and/or vehicle towing.

On the Inner Roadway along 11th Avenue:

- Hand carry operation hours are specific and designated by show management;
- Access granted to exhibitors only during a specified time frame
- Access granted to exhibitors on a first-come, first-serve basis;
- Vehicle hazard lights must be engaged at all times
- Drivers must present identification upon arrival
- A Javits parking placard will be issued
- Loading and unloading of vehicles is limited to vehicles no larger than a standard van;
- All vehicles are allocated 30 minutes, and the time limit will be strictly enforced;
- Recommend exhibitors pack all exhibit items before parking a vehicle; and
- Any vehicle left unattended will be towed at the owner's expense.

On the Javits Center Loading Docks:

- All vehicles transporting freight larger than a standard van, moving truck or box truck, are required to load and unload via the Javits Center loading docks;
- The loading docks are accessible during designated hand carry hours for all such vehicles and can be accessed without an appointment via the entrance on 12th Avenue; and
- All such vehicles are required to check-in with the general contractor at the new truck check-in location on 12th Avenue and 36th Street prior to entering the Center's loading dock entrance at 39th Street and 12th Avenue upon arrival.



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Enforcement for Hand Carry Operations:

- The Javits Center's Security and Safety Solutions Department and the NYPD will provide security on the Inner Roadway and on 11th Avenue during all designated hand carry hours of operation; and
- All vehicles on public roads surrounding the Javits Center are subject to all traffic regulations enforced by the NYPD.