



2023 Colorado Fall Home Show September 15 - 17 Colorado Convention Center

Move-In Information

Staggered Move-In

Move-in is staggered according to your location on the exhibit floor. This is necessary because there is only one drive-in door.

Move-in Schedule

The times below are when you can drive your vehicle on the exhibit floor, if possible. We cannot guarantee that you will be able to drive to your booth so be prepared with a **2-wheeled dolly** (you cannot bring your own forklift). **You will only be permitted to drive on the exhibit floor during your scheduled time.**

You cannot move-in prior to your scheduled time but can come in anytime after. Any unscheduled early move-ins that have not been cleared with show management could be turned away at the door and have to come back during their scheduled move-in time.

Move-in Passes

A move-in pass will be mailed to your company. The pass must be on your dashboard when you arrive to move in.

Dock Access

Dock access to the Convention Center is on the 12th & Welton Street side of the building. When you arrive during your scheduled time, dock personnel will meet you at the bottom of the loading ramp to check you in. From there, you will proceed up to the loading dock area to access and drive on the show floor to your booth.

Loading Docks

There is a limited number of loading docks where you can unload your materials. Unattended vehicles in the dock area will be towed.

Dollies are not allowed through the front doors (main entrances on street level) of the Convention Center. Any items taken out of these doors must be hand carried only.

Please note, the show floor is a work area until the show open, show management is not responsible for any damage to booths.

Move-in schedule for all ISLAND (Bulk) booths (20'x20' booths and larger):

Move-in for Island (Bulk) booths begins Wednesday, September 13th at 9 a.m. This will be the only time you will be allowed to drive on the exhibit floor.

Move-in schedule for all INLINE (10'x10', 10'x20', 10'x30', 10'x40' & 10'x50') booths:

Please refer to the color-coded floor plan for section locations for your scheduled move-in time. Move-in schedule for sections is as follows:

ISLANDS ONLY:	Wednesday, September 13th	Starts at 9 a.m.
Section 1:	Wednesday, September 13th	noon – 6:00 p.m.
Section 2:	Thursday, September 14th	7:00 a.m. – noon
Section 3:	Thursday, September 14th	noon – 6:00 p.m.

Please be advised that NO VEHICLES WILL BE ALLOWED ON THE EXHIBIT FLOOR AFTER 6:00 P.M. ON Thursday, September 14th

COLORADO FALL HOME SHOW

09/15/23 - 09/17/23

COLORADO CONVENTION CENTER - DENVER, CO

REVISION

Date: 7/26/2023
By: Jocelyn Schneider

BOOTH COUNT

Inventory as of 07/21/2023

Dimension	Size	Qty	SqFt
10x10'	100	149	14,900
10x20'	200	62	12,400
10x30'	300	6	1,800
20x20'	400	13	5,200
20x30'	600	4	2,400
20x40'	800	1	800
Totals:			235 37,500

BLDG. LEGEND:



MOVE-IN SCHEDULE

* ISLANDS: WED, SEP 13TH @ 9AM

SECT. 1: WED, SEP 13TH @ NOON - 6PM

SECT. 2: THUS, SEP 14TH @ 7AM - NOON

SECT. 3: THUS, SEP 14TH @ NOON - 6PM

DRAWING INFO

Passport Line Item Number:
#10834440
FACILITY:
COLORADO CONVENTION CENTER

Facility Location:
HALLS A-B1
City & State:
DENVER, CO
Scale: CUSTOM
Project #: 522950
Acct. Sales: HEATHER HOLMES
Acct. Mgmt.: MATTHEW HARRIS
Started: 7/26/2023
Started By: ENTER FULL NAME, STUDIO
Prod. Branch: DENVER

FREEMAN®

Disclaimer - This floor plan is preliminary and subject to change pending review and official approval by all authorities having jurisdiction. Every effort has been made to ensure the accuracy of all information contained on this floor plan. However, no warranties, either expressed or implied, are made with respect to this floor plan. If the location of building columns, utilities or other architectural components of the facility is a consideration in the construction or usage of an exhibit, it is the sole responsibility of the exhibitor to physically inspect the facility to verify all dimension and locations.
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2023 Colorado Fall Home Show **Move-Out Instructions**

**All exhibits must be removed from the building on
Sunday evening, September 17th**

**Per your contract, exhibitors are not permitted to tear down
before 3 p.m. on Sunday, September 17th**

If you need to drive to your booth - -

- Vehicles will not be permitted to start lining up at the dock entrance before 2:30 p.m. on Sunday, September 17th
NOTE: Booths **MUST** be staffed until 3 p.m.
- Staging vehicles at the bottom of the loading dock will be the same manner as move-in. You will be permitted on the loading dock area and permitted to drive to your exhibit on a space-available basis. Dock access is on the 12th & Welton Street side of the building.

If you can hand carry your items to your vehicle - -

- At 3:00 p.m. exhibitors may carry items out through the front doors of the Colorado Convention Center. Please be aware, **you will not be allowed to use dollies or carts of any kind when taking items out of the front doors** (main entrance on street level) of the Convention Center. These items must be hand carried only.

Important Move-Out Information - -

- Do not try to access the loading dock before 2:30 p.m. on Sunday, September 17th. Any vehicles on the dock will be towed away so that the docks are clear for move-out. Your complete cooperation will ensure that this move-out runs as smoothly as possible.
- **All booths must clear the hall completely on Sunday evening. Move-out runs until 8:00 p.m.**
- **DO NOT LEAVE VALUABLES SUCH AS LAPTOPS, TV MONITORS, iPADS, ETC. UNATTENDED IN THE EXHIBIT HALL SUNDAY NIGHT DURING MOVE-OUT.**