



## LLD DENVER MINERAL HALL

### Movement of Exhibitor Materials In/Out of HardRock Summit

#### What are the charges for set-up/move-out labor?

The Colorado Convention Center is a union facility. This means that most of the set-up labor and dismantling labor must be performed by union labor. This includes the unloading and loading of material and products requiring a pushcart, dolly, pallet jack, cart, forklift and other equipment for transportation. Material may be hand-carried and wheeled-in with a rolling suitcase without the presence of union labor.

The HardRock Summit, the Denver Gem & Mineral Show (DGMS) and the LLD Denver Mineral Show will work together to have DGMS and LLD exhibitors coordinate the joint set-up and tear down of exhibits by consolidating their product and exhibit when packing, unloading and reloading. The required union labor as employed by Shepard Exposition Services will be paid by HardRock Summit. Shepard will employ the union labor under their contract.

#### What are the unloading possibilities?

- ❖ Park vehicle at Colorado Convention Center parking garage and hand-carry your inventory in any type of bag, boxes, or container to your booth. Wheeled suitcases or bags with wheels are also allowed (no arrangement with Shepard for time slot necessary).
- ❖ Unload at Colorado Convention Center designated area within your time slot to be determined by Shepard. **This will be coordinated through the Denver Gem & Mineral Show and LLD Denver Mineral Show leadership.**

#### How do I access the exhibition space for set-up?

After parking your car or arriving on foot, follow the signs to the registration desk at the Colorado Convention Center (near Mile High Ballroom) where exhibitors may pick-up their badges.

Exhibitors should register at the Colorado Convention Center registration area to pick-up their badges **before** arriving to unload at the designated area.