

CBC 2025 POV DOCK PASS REQUEST

CBC DOCK PASS REQUEST FOR POV/SELF LOADING/UNLOADING PROCEDURE

CBC Event Management, Freeman, and the Baltimore Union have worked together to provide an option for exhibitors that meet POV requirements.

POV Hours of Operation:

Monday, March 24 8:00am - 4:00pm

Tuesday, March 25 8:00am - 10:00am

**Due to the limited amount of space for the POV operation, wait times to access the POV area may be longer on Tuesday.*

***Any vehicles that come in after 10:00am on Tuesday will be charged material handling*

Move out:

Wednesday, March 26 3:31pm-9:00pm

POVs must be loaded and removed by 8:30pm.

To access the POV area, you must request an CBC Dock Pass!

POV Dock Pass needed for any exhibitor that is transporting booth materials in a privately owned passenger vehicle (does not apply to trucking companies).

Please download and complete the information below by entering a Y for yes and N for no. Email the form to cbc@rocehibitions.com and CBC Event Management will Email you a dock pass within 3-4 business days.

***DISCLAIMER: any vehicle that does not meet the following requirements are subject to material handling charges:*

- Vehicle that arrives on site is not on the approved list of POV vehicle types

- Booth materials weigh over 300 lbs.

*- Booth materials require mechanical assistance to unload***

DEADLINE TO REQUEST A DOCK PASS: March 10, 2025

1. I have read the full move in & move out instructions linked [HERE](#)

Yes

2. I will personally be unloading the POV

Yes No

3. Please identify the day you will be utilizing the POV service

Monday, March 24 Tuesday, March 25

4. The event will have labor equipped with a flat cart or pallets that will be available to assist exhibitors by delivering their materials to their booth (only if you qualify for POV/Cartload). Normally Freeman would charge a cart load fee for this service, CBC is covering this cost providing it is done during posted hours, exhibitor meets all requirements and you request a dock pass by the deadline.

5. Contact details for the On-Site Contact (person who will be operating the vehicle)

Name : Booth # :

Company : Cell Phone :

E-Mail :

6. Vehicle Details (If not an approve passenger vehicle, material handling will apply).

License Plate # : Make/Model/Color :

7. Person making this request:

Name : Phone Number :

E-Mail :

Thank you.