

Vendor Setup Information



Location: **Ontario Convention Center** - www.ontariocc.org
2000 E Convention Center Way, Ontario, CA 91764 - (909) 937-3000

Event Dates:	Friday	August 30, 2019	12:00 pm to 7:00 pm	B2B Show Hours
	Saturday	August 31, 2019	12:00 pm to 7:00 pm	B2C - Open to the Public
	Sunday	September 1, 2019	12:00 pm to 5:00 pm	B2C - Open to the Public

Vendor Setup:	Wednesday	August 28, 2019	1:00 pm to 8:00 pm
	Thursday	August 29, 2019	8:00 pm to 8:00 pm
	Friday	August 30, 2019	8:00 am to 12:00 pm

Load Out:	Exit through Loading docks in exhibit hall A & B
	Sunday September 1, 2019 5:00 pm to 12:00 am
	Monday September 2, 2019 8:00 am to 12:00 pm



Examples of self carry

Unloading: CARTS ARE NOT PROVIDED

- Bring your own 2 wheel dollies or carts.
- All vehicles must be unloaded at the loading docks.
- Personally Owned Vehicles: materials can be hand carried
- Forklifts are available for a standard fee.

Trucks, Trailers

- All trucks/trailers deliveries must be coordinated with Show Ready
- Contact: Jordi Medina, ShoReady1@gmail.com - (909) 596-2999

Freight /Shipping

- Freight deliveries can be coordinated through Show Ready
- Shipping arrangements can be coordinated through Show Ready
- Contact: Jordi Medina, ShoReady1@gmail.com - (909) 596-2999

Furniture Rentals:

- All rentals (tables, chairs, carpet, furniture, etc.) can be arranged.
- Contact: Jordi Medina, ShoReady1@gmail.com - (909) 596-2999

Electric/WiFi:

- For electrical or wifi orders contact the OCC Service Desk
- OCC Service Desk: ServiceDesk@Ontariocc.org - (909) 937-3068

Parking:

- The Ontario Convention is \$10 per day and there is no in-&-out
- Additional Parking is available on Convention Center Way
- Overnight Trailer/Truck parking can be arranged with the OCC
- Guadalupe Lopez: Glopez@Ontariocc.com - (909) 937-3034

Registration:

- A registration booth will be setup on Thursday
- Vendor badges will be distributed during vendor registration

Booth Security:

- It is the vendor's responsibility to safeguarding their products and valuables.
- Have someone remain at your booth at all times During setup, event hours and tear down.
- Security officers will be present during show hours and in the exhibit halls throughout the night
- Lock up or remove all valuables at night.

Sales Questions
Lawrence Chan
(562) 388-4637
Lawrence@ECC-Expo.com

Rental/Shipping/Freight:
Jordi Media
(909) 596-2999
ShoReady1@gmail.com

Electric & WiFi:
Convention Service Desk
(909) 937-3068
ServiceDesk@Ontariocc.org

Onsite Contact:
Pro Expo - Dean Taylor
(702) 331-1350
Dean@ProExpoLV.com



DIRECTIONS

Los Angeles: Interstate 10 Freeway East
Take exit 54 for Vineyard Ave.
Turn right onto N Vineyard Ave.
Left on Holt Blvd.

San Bernardino: Take I-215 South
Take exit 40 to I-10 West
Take exit 55A to East Holt Blvd

San Diego: I-15 North.
Exit 109 to I-10 West
Take exit 55A to East Holt Blvd