



South Atlantic FIRE RESCUE Expo 2022
Exhibitor Information and Move-In Schedule

All Exhibitors:

Below is information you will need as an exhibitor to make your week a success. After reading the information provided, please contact me if you have any questions, kris@ncsfa.com.

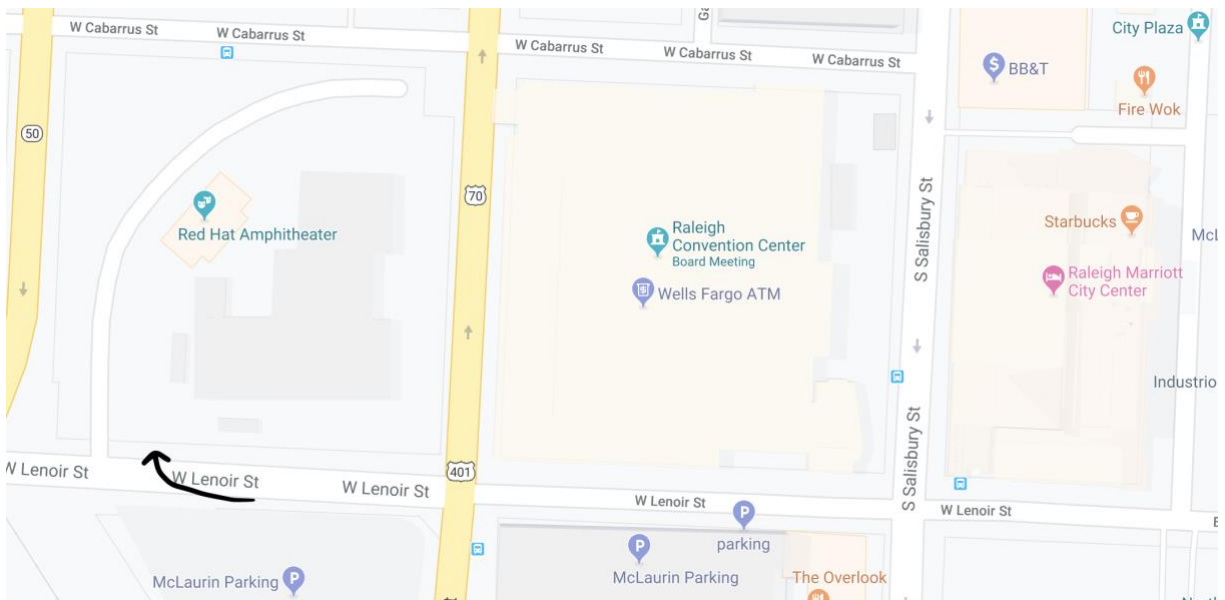
Exhibit hours:

Friday, Aug. 12 – 10am – 5pm

Saturday, Aug. 13 – 9am – 2pm

The street address of the Raleigh Convention Center is 500 South Salisbury Street.

All Exhibitors should approach the Convention Center loading dock from Lenoir Street between Dawson and McDowell, and enter behind Red Hat Amphitheater. Approach from the McDowell Street side using Lenoir – do not access via Dawson Street. See the map below.



- All Exhibitors must report to EXHIBITOR CHECK-IN (located in the large, all-white Mobile Command Post on Lenoir Street at the entrance into the Red Hat Amphitheater, check-in is not available using Salisbury or Cabarrus Street entrances into the Convention Center). Here you will receive credentials for you and your staff for the week.

- **Make note, parking this year is different.** Exhibitors must use the surrounding area parking garages for their vehicles (all cars, trucks & SUV's). The only vehicles that can park in the parking lot on South & Dawson Streets are oversized vehicles too large to fit in the parking garages. If you plan to park your oversized vehicle in the lot at South & Dawson please alert our staff at exhibitor check-in and request a parking pass for your vehicle. **Parking unauthorized vehicles in the lot at South & Dawson or parking your vehicle in any other lot will make your vehicle subject to ticketing and towing.** There is a map to the lot you can use for your oversized vehicle on the back of the parking pass you will be provided. All parking is on a first-come, first-served basis and cannot be guaranteed. SAFRE nor NCSFA is responsible or liable for any vehicles, trailers or items left in any parking facility.
- Conference staff will direct each apparatus and equipment sales exhibitor when to move-in. Please see the information that follows to make the move-in process as smooth as possible. Each apparatus and equipment sales exhibitor on the main expo floor is assigned a specific move-in time and should be ready at their designated time or they will forfeit their space and space fees.
- If you need electrical, internet connections, shipping information or optional accessories from Southern Exhibition Services, please visit <https://www.safre.biz/utilities-2/>.
- Please note that no outside food or beverage is allowed in the Convention Center. If you would like to have food and **non-alcoholic** beverages in your space, it must be purchased from the Convention Center catering company, Center Plate. Please contact them ahead of time by emailing Samantha Amodio, Samantha.Amodio@centerplate.com.
- All exhibitor spaces must be manned during show hours.
- Exhibit spaces must remain intact until 2:00 pm on Saturday. Those that breakdown prior to 2pm on Saturday will forfeit the opportunity for early registration the following year.

CREDENTIALS

- Credentials will be available at exhibitor check-in, located in the all white mobile command unit parked on Lenior St. during move-in times. All exhibitors and their staff must be registered and must wear provided credentials during show hours. Please do not share credential badges.

Additional badges and badge reprints are available at a cost of \$25 per badge.

Space Assignments and Floor Plan

- Please see the Exhibitor Floor Plan at <https://homebase.map-dynamics.com/safre2022/floorplan>. You can mouse over the spaces on the floor plan to determine who is in any space. A listing of space assignments is also on the site.

APPARATUS and EQUIPMENT SALES EXIBITORS:

- Staging for apparatus will be at the Keeter Training Center, 105 Keeter Drive, Raleigh, NC 27603. This link will give you directions: <https://tinyurl.com/4kswknsh>
- All apparatus and equipment sales exhibitors will move into the Convention Center on Wednesday, August 10, 2022.
- Each apparatus and equipment sales exhibitor is assigned a move-in time and must adhere to that time frame (see schedule below).
- Apparatus and equipment sales exhibitors not ready at the scheduled move-in time will forfeit their show space without refund and may forfeit early registration opportunities for the following year.

South Atlantic FIRE RESCUE Expo – 2022 Exhibitor Information and Move-In Schedule

- It is the responsibility of each apparatus exhibitor to have the apparatus clean before moving into the Convention Center.
- There will be **minor** washing for apparatus available at the staging area if you wish to have volunteer staff wash your apparatus. Due to time constraints, this is only a **touch up service** and not a full wash service.
- Tire dressings must be applied outside of the Convention Center. No tire treatments are to be applied once the apparatus is parked on the show floor.
- Each apparatus must have their water tank, pump and all piping drained before moving into the Convention Center.
- **All fuel tank levels must be at 1/4th of a tank or less - this is a hard rule, enforced by RFD Fire Inspectors.** Apparatus with more than 1/4th tank will not be permitted in the show area. There **will not** be a method to “off-load” fuel at the Convention Center. All fuel gauges will be checked by RFD Fire Inspectors.
- Fuel fill lids must be secured by locking fuel caps or tape covering the fuel cap.
- Apparatus systems must have the battery disconnect activated.
- All fire apparatus must be emptied of water prior to entering the exhibit hall.
- Other appropriate safety measures must be taken to render any hazard around or on the apparatus safe.
- **All apparatus must maintain a minimum 3-foot easement from the edge of the vehicle to the exhibit space border when the border is shared with another Apparatus Exhibitor.** This is to ensure a clear path of circulation around exhibit spaces. Aisles must be clear of open doors, compartments, awnings and outriggers on aerial ladders.
- Solicitations (passing out marketing materials or promotional items) is not allowed outside of your exhibit space.

TABLETOP EXHIBITORS

- All tabletop exhibitors will move in on Thursday, August 11, 2022 between the hours of 8:00 am and 4:00 pm and must be set up by 4pm. If you are not set up by 4pm on Thursday, August 11, your booth and the entire booth fee may be forfeited, and the booth will go to the first available exhibitor on the SAFRE waitlist.
- Staff will be on hand to assist with locating your space, off-loading your products and carrying your products to your space.
- **Please do not unload in front of the Convention Center. All unloading must be done through the dock area. If you park in front of the Convention Center to unload your vehicle is subject to ticketing and towing.**
- The dock area is for off-loading only. You should leave your keys in your vehicle and remove the vehicle as soon as it is unloaded.
- Solicitations (passing out marketing materials or promotional items) is not allowed outside of your exhibit space.

OUTSIDE EXHIBITORS:

- Move-in for outside spaces will be Thursday, August 11 between 9:00 am and 4:00 pm – you do not have an assigned time, but must be in place before 4pm.

South Atlantic FIRE RESCUE Expo – 2022 Exhibitor Information and Move-In Schedule

- Outside exhibitors must check in at Exhibitor check-in (located in the large, all-white Mobile Command Post located on Lenoir Street, at the entrance into the Red Hat Amphitheater) to receive move-in directions before proceeding to Cabarrus Street.
- If you are moving apparatus in and will have it in Raleigh before Thursday, August 11, please contact me at kris@ncsfa.com to arrange overnight storage for it at RFD Services.
- Our permit from the City of Raleigh will allow small tents to be set-up in your outside space on Cabarrus Street. They must be properly secured. Please contact me at kris@ncsfa.com with questions regarding tents.
- Solicitations (passing out marketing materials or promotional items) is not allowed outside of your exhibit space.

APPARATUS and EQUIPMENT MOVE-IN SCHEDULE - Wednesday, August 10

9am - 10am – GROUP A

East Coast, Wil-Burt Company, Safe Industries, Emergency Apparatus Inc., Modern Rescue, Safe Air Systems, Midwest Fire Equipment & Repair Co, Fully Involved Leatherworks

10am - 11am – GROUP B

NAFECO, Southeastern Specialty Vehicles, Anchor-Richey EVS, Mid-Atlantic Rescue Systems, AEST, Modern Chevrolet, First Choice Fire & Safety

11am - 12am – GROUP C

Spartan Fire and Emergency Apparatus, Atlantic Coast Fire Trucks

1pm - 2pm – GROUP D

Newton's Fire and Safety, Fire Connections, C&C Fire Apparatus of NC

2pm - 3pm – GROUP E

Allred Fire/Melton Fire Group, Super Vacuum, Mountain Tek

3pm - 4pm – GROUP F

C.W. Williams Fire, Civic Credit Union, HiViz LED Lighting/FireTech

For questions or additional information visit <https://www.safre.biz> or email me, kris@ncsfa.com.

