
MCEC LOADING DOCK

For more detailed information on any of the points below, please refer to the Exhibitor Manual.

Accessed from **Normanby Road** and located at the rear of the Exhibition Centre, this loading dock runs the full length of the building. Traffic on the dock flows in one direction. A 30-minute parking limit applies for drop-off/pick-up of goods during the move-in/move-out process. Vehicles are not permitted to park on either loading dock at any time. Children under 15 and animals are not permitted on any of the loading docks. The loading dock is managed and controlled by MCEC's Logistics department.

LOADING DOCK MAP

Download the MCE Exhibition Centre Loading Dock by [CLICKING HERE](#).

EXHIBITION CENTRE DOORS 9 – 10

Runs the full length of the Exhibition Centre and is 45m deep. The loading dock narrows above the entries to the underground car park and behind the kiosks. Traffic flows in a one-way direction in from and out to Normanby Road. All vehicles entering the loading dock will be required to check in at the boom gate. If not manned, please use the intercom and speak to security.

EXHIBITION CENTRE DOORS 11 – 17 & EUREKA ROOM

This loading dock is split across two levels ('upper' and 'lower'). The upper dock is at the same level as the floor of Exhibition Bays 21-26 and is the main dock used for Exhibition bump in's. Adjacent to Door 11, is a separate loading area and door that provides access to the Eureka Meeting Rooms, Sovereign Room and Courtyard Meeting Rooms. The door provides access to the ground level servery and services lifts. The lower dock is intended for use by smaller vehicles (up to 8m), couriers and exhibitors. This dock is at street level. There is a ramp, stairs and two dock levellers to provide access between the two loading docks. The Exhibition Centre Doors 11-19 (Bays 21-26) loading dock is linked via an internal road network to all existing loading docks.

GENERAL INFORMATION

Whilst driving on the loading dock, please turn on your hazard lights and drive slowly, looking out for pedestrians and other vehicles.

- A 30-minute unload limit applies to all vehicles on the loading dock. Times for larger vehicles are at the loading dock attendant's discretion.
- Any person wishing to gain access to the venue outside the scheduled hours must seek approval from the venue through the Event Organiser at least 24hours in advance.
- There is no parking on the loading dock at any time during move in and move out of the exhibition.
- The venue and event security are responsible for allowing access to the loading dock and into the Exhibition Halls.
- By law, the venue is required to maintain clear access for egress from all emergency exit doors leading onto the loading dock.
- There will be a holding lane where vehicles can wait for loading dock access when required. All drivers must stay within their vehicles whilst in the holding lane.

There may be delays in accessing the loading dock due to the scale of the event and the amount of freight delivered and collected during move-in and move-out. Please be patient with this process.