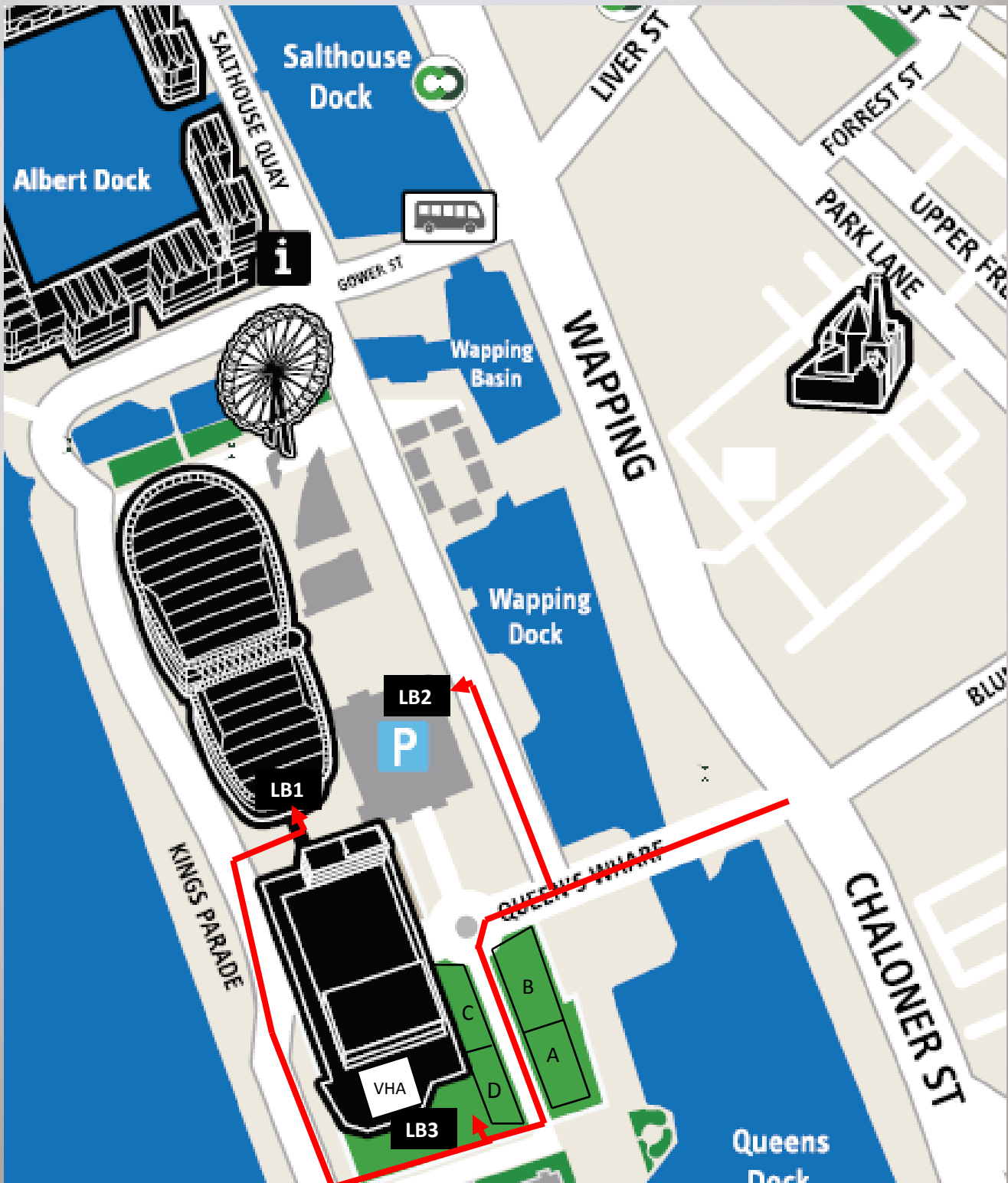


# AT YOUR SERVICE...



## Loading Bay Access at ACC Liverpool



ACC Liverpool, Kings Dock, Liverpool Waterfront, L3 4FP

For Sat Nav, please use L3 4BX

Tel No: 0151 475 8888

<http://www.accliverpool.com>

### **Loading Bay 1 – Hall 1 & Conference Level (BT Convention Centre)**

Visitors are requested to report to Loading Bay 1 on arrival. An intercom system is available for assistance as you turn off Kings Parade. All vehicles must follow the instruction of the traffic management team at Loading Bay 1.

Please note the access height of the loading bay is 4.3 metres. Loading Bay 1 operates with an adjustable loading dock. ACC Liverpool recommends the use of tail lift vehicles in this area. For vehicles without a tail lift, there are stairs from the lower level to dock level.

There is a large goods lift located in Loading Bay 1 which has direct access to Hall 1 Stage. For conference level access, there are additional small goods lifts located in close proximity to Loading Bay 1.

### **Loading Bay 2 – Hall 2 (BT Convention Centre & Echo Arena Liverpool)**

Exhibitors & Contractors are requested to report to the vehicle holding area (VHA) within Loading Bay 3, indicated on the map. Vehicles will be parked in the holding area in a queuing system and once suitable space for your vehicle is available, you will be advised to proceed to Loading Bay 2, via Keel Wharf.

Once at the gatehouse to Loading Bay 2, all vehicles must follow the instruction of the traffic management team.

Please note the height of the Loading Bay is 4.3 metres and the speed limit is 5mph. You are required to unload your vehicle within a 30 minute period.

### **Loading Bay 3 – Exhibition Centre Liverpool**

Visitors are requested to report to the gatehouse at Loading Bay 3, via Half Tide Wharf. At the gatehouse you will be required to sign in and will be given a Vehicle I.D form which needs to be completed and displayed in the vehicles windscreen.

You will then be advised to move to either the holding area or to a relevant loading zone to unload your vehicle. The team will advise where you need to go.

If advised to move onto the holding area, the traffic management team will park vehicles in this space according to the order of vehicle I.D's which are allocated on a first come first served basis. When instructed by a member of the traffic team vehicles will then be guided to the relevant loading zone for unloading.

Please note Loading Bay 3 is uncovered and therefore there is no height limit. The speed limit is 5mph. You are required to unload your vehicle within a 30 minute period.

## **Breakdown Information – All Loading Bays**

Please follow instructions as above for each specific loading bay. All exhibition stands must be broken down and items ready to load before vehicles are permitted to enter the loading area. Please inform a member of the team once you are ready to begin your load out and your vehicle will be directed from the relevant holding area when a space becomes available.

## **Assistance with loading/unloading**

Please note that ACC Liverpool do not provide trolleys or pump trucks. Forklifts are available to hire in advance subject to availability, please speak to your event manager for further information.



## **Parking**

Once you have unloaded, you will be asked to remove your vehicle from the loading bay to be parked off site, either in the multi storey car park adjacent to the venue, £12 per 24 hours, or if your vehicle exceeds the height restriction of 2.3m (on the ground floor) you will be directed to one of three parking areas marked A, B, C or D on the map. Parking on either of these areas is £15.00 per 24 hour period. Please have £1.00 coins available for Pay & Display machines. Further information on additional parking options can be provided on request.

## **Loading or unloading smaller items**

Exhibitors with smaller items, which can be carried into the venue are encouraged to park in the multi storey car park and carry their items across to the Galleria for Convention Centre access or the Atrium for Exhibition Centre Liverpool access (please see map). Please check with the venue for opening times.

