

Dear Valued Sponsors and Exhibitors,

It has come to our attention that there will be a major road closure on Sunday May 31st which directly impacts delivery and setup of the exhibit hall.

MCI has worked with MTCC to **offer an additional exhibitor move-in date on Saturday May 30<sup>th</sup> from 12:00 pm to 4:00 pm**. We encourage you to take advantage of this additional move-in time to avoid any possible delays on Sunday due to the road closure.

For move-in, please come DIRECTLY to the West Ramp, located at the intersection of Front Street West and John Street. Please see map attached and move-in schedule below:

**Additional Exhibitor Move In Date:** Saturday May 30<sup>th</sup> (via West Ramp) 12:00 pm to 4:00 pm

**Exhibitor Move In Continues:** Sunday May 31<sup>st</sup> (via West Ramp): 9:00 am - 4:00 pm

If you have large crates we would recommend that you use the Advance Warehouse/Shipping - further details can be found at [http://www.e-healthconference.com/temp/201533033019/Events\\_on\\_the\\_Move\\_Service\\_Order\\_Form\\_e-Health1.pdf](http://www.e-healthconference.com/temp/201533033019/Events_on_the_Move_Service_Order_Form_e-Health1.pdf).

Once your freight has been received they will ensure that it is delivered directly to the MTCC. Once at the MTCC you will then need to ensure you have ordered Material and Handling through GES - forms can be found at [http://www.e-healthconference.com/temp/201532791915/GES\\_e-Health\\_2015\\_Exhibitor\\_Forms.pdf](http://www.e-healthconference.com/temp/201532791915/GES_e-Health_2015_Exhibitor_Forms.pdf) - pages 23 - 27.

The Exhibits will be closed at 5:00 pm, on Tuesday, June 2<sup>nd</sup>. Please note that for **Move-out**, we will use **East Docks**, located at the intersection of Lower Simcoe Street and Station Street (Please see map attached). **Once you are packed and ready to go, you MUST get a pass from the dock staff before your vehicles can be brought to the East Loading Docks.** All exhibits must be removed by **11:59 pm, on June 2<sup>nd</sup>.**

Please see Move-out Bulletin for details.