



**ORANGE COUNTY CONVENTION CENTER
NORTH/SOUTH CONCOURSE**



**IMPORTANT NOTICE TO ALL EXHIBITORS
PLEASE READ THE ENTIRE SECTION CAREFULLY**

***** PLEASE NOTE THE IMPORTANT PARKING RULES THAT APPLIES TO EVERY
PERSON ATTENDING THE EVENTS ALL WEEK*****

Here are a few specifics to make your exhibiting experience seamless and enjoyable.

Please review some of the “housekeeping” policies that all exhibitors will be expected to follow. This “World Class” facility is an exceptional show site and with that comes responsibility for our participants to be aware of so our future in Orlando can be assured.

Clean-Up Is Your Responsibility at all Events and at any Hotel Property

Pooper scoopers will be placed at all x-pens, (please do not “borrow” them ... we hate having to sit reviewing security tape footage to see where they go!). Clean-up personnel will be around the grounds and near all rings. If your dog soils the parking lot, show grounds or hotel property, it is your responsibility to clean up after it. Violators may be subject to an event committee hearing. The entire Convention Center (including all parking lots) and the hotels have 24-hour security cameras on their grounds. Anyone found to violate these premises without cleaning up will be subject to disciplinary measures that could result in suspension and the withholding of awards.

**NO EXERCISE PENS ALLOWED AT ANY TIME
IN ANY PAVED PARKING LOT OF THE CONVENTION CENTER
OTHER THAN WHERE DESIGNATED NEAR THE EXHIBITORS ENTRY**

NO motorized vehicles of any kind are permitted in the facility at any time. There will be designated areas for “Golf Carts ONLY” near the South Spectator Entrance which is closest to the rings and another area near the North Exhibitors Entrance which is closest to the grooming hall. These are the only places Golf Carts can be parked.

No flexi-leads or “Halter Leads” allowed inside the facility at any time.

NO SOFT SIDED CRATES PERMITTED IN THE CONFORMATION GROOMING AREAS. THEY ARE APPROVED FOR OBEDIENCE AND AGILITY CRATING SECTIONS ONLY. NO TRAINING ON SHOWGROUNDS. USE OF PRONG COLLARS OR STANDING PEDESTALS CANNOT BE USED DURING SHOW HOURS. NO UNENTERED DOGS INSIDE THE BUILDING UNLESS IN ATTENDANCE AS A SPECIAL ATTRACTION DOG.

UNLOADING PROCEDURE:

USE THE NORTH EXHIBITORS ENTRANCE FOR DIRECT ACCESS TO THE GROOMING HALL

**No exhibitor unloading will be permitted into the unloading area
Until Monday 12/10/18 at 2:00 pm.
You cannot drive inside the building at any time.**

IF YOU ARRIVE EARLY YOU WILL BE DIRECTED TO A STAGING AREA NEARBY. YOU CAN NOT PARK ON AN ACTIVE ROADWAY.

YOU SHOULD BE AWARE THAT THE OPTION TO WAITING ON THE STAGING LINE WOULD BE TO ENTER THE PARKING LOTS VIA THE PARKING COLLECTION BOOTHS: PAY THE \$10.00 FEE (You have “in and out” access with this reduced parking fee) AND ROLL IN YOUR EQUIPMENT DIRECTLY FROM THE PARKING LOTS, WHICH ARE VERY CLOSE TO THE MAIN UNLOADING DOORS.

ANYONE LEAVING ANY EQUIPMENT OUTSIDE ON THE CURB IN ADVANCE OF THE UNLOADING TIME DOES SO AT THEIR OWN RISK! THERE IS NO SECURITY FOR THIS AREA

AND THE AKC, MARS OR THE OCCC TAKE NO RESPONSIBILITY FOR ANY MATERIALS LEFT IN THE PARKING LOT.

Enter at the North Hall “EXHIBITORS” doors.

UNLOADING PROCEDURES

STAGED VEHICLES WILL BE ADVANCED TO THE PARKING LOT AT 1:00PM ON MONDAY. AT THIS TIME EX-PENS WILL BE ALLOWED TO BE SET UP IN THE DESIGNATED AREA.

AT 2:00PM WHEN THE GROOMING HALL OPENS...THOSE STAGED ON THE SIDEWALK IN FRONT OF THE HALL WILL BE ALLOWED INTO THE HALL 20 AT A TIME, AT FIVE (5) MINUTE INTERVALS. THIS IS FOR YOUR OWN SECURITY. THOSE DRIVING UP FROM THE STAGING AREA WILL BE ALLOWED TO UNLOAD UNDER THE DIRECTION OF HARRY MILLER’S MEN.

If you have an assigned space please consider not arriving until 4:00pm when the rush has subsided.

The entry gate on James Boyd Blvd. is controlled by the OCCC facility; they will restrict the number of vehicles as needed. It's imperative that you unload with speed so others can get in behind you. You will have 20 minutes to unload your vehicle. All vehicles will be required to turn off their engines and leave the flashers on. There will be show personnel and uniformed security to supervise this area. Please note Monday is considered as a “set-up” day for the facility and there is a local law that restricts any children from being in the building during the set-up of any event. Please do not bring children into the building on Monday. This does not include a junior showmanship exhibitor that is entered and accompanied by a parent or guardian.

ONLY THOSE VENDORS WITH PROPER CREDENTIALS WILL BE ALLOWED TO UNLOAD AT THE BUILDING. ALL OTHERS MUST WAIT UNTIL 1:00 PM ON MONDAY

"ROYAL CANIN BREEDER CONCIERGE"

Royal Canin is offering complimentary unloading assistance for exhibitors on Friday, Saturday and Sunday from 6am – 6pm for help in unloading and/or finding a grooming space. There will be a red and white Royal Canin tent located at the North Exhibitors Entrance where you can drop off your equipment and register with a Royal Canin Service Representative. It is helpful if you arrive with at least two persons so one can park your vehicle while the other one goes with the person assisting them unload.

GROOMING AREAS

All grooming will be indoors. Overnight air conditioning will be provided for the grooming hall Monday through Sunday.

Overnight security will be provided. Building hours are 6:00 am to 11:00 pm.

There is very limited amount of space for chairs in the grooming area.

Grooming and crating areas will be supervised by “**Kiarry Site Control**” and “**The Crew**” who will be present to assist in the grooming areas. Anyone who refuses to cooperate with the staff of either company will be subject to disciplinary action.

INFORMATION ON THE OPEN AND ASSIGNED GROOMING PLEASE READ CAREFULLY!!!!

There will be one **Grooming Area** specifically dedicated for ALL crating and grooming, occupying over 180,000 square feet. This will be the only location where grooming will be permitted. ALL Public Ex-Pens will be located on Both the North and South Docks in covered locations or outdoors under a tent within the private Ex-pen area outside of the North Exhibitors entry doors. Exhibitors may set up private ex-pens in front of their set-up during “non-show hours”...Between 5:00pm and 8:00am. They may be left setup overnight. No pens can completely block the walkway and ALL pens must have plastic under them. If you use sawdust you must be prepared to clean it up thoroughly or you risk having your pens removed. It is everyone’s responsibility to clean up after their dogs in any Ex-pen at any time. Those who fail to do so will be subject to discipline.

The Grooming Area will be overseen by Harry Miller and the Kiarry Site Control Staff. Please reach out to Harry’s staff if any problems or issues arise. Only his staff will have contact with the facility if needed. No exhibitors are authorized to make requests of the facility and could be held responsible for any costs related to a request that is not approved by Harry’s staff.

Look for the men in the “**Orange Jackets**”!

“Assigned Spaces”

For those with four or more entries that have secured an assigned 80 square foot space (8’x10’) that can be set up to your personal specifications. There will be a special “check-in” desk staffed by Kiarry Site Control where your assigned space number will be confirmed.

“Open Grooming”

This area will strictly follow a set grid for “Crates/Tables/Aisles” without exception. This is a requirement to maintain access for exhibitor and spectators in this area. Complimentary shared electric outlets will be placed throughout this area and no one person may claim exclusive use of this service.

The Open Grooming areas will be arranged in “Rows & Aisles” to facilitate exhibitor space and ensuring a safe and smooth operation of the event. These areas are under strict enforcement of the Fire Marshals’ Regulations. **THERE IS NO SAVING OF SPACE IN THIS AREA.**

ALL CRATES AND TACK UNITS MUST BE STACKED IN THE OPEN GROOMING AREAS

“Junior Showmanship Only”

There is a reserved section located close to the Junior’s judging rings and this section may be removed after Juniors Judging on Saturday. Only dogs ENTERED FOR JUNIOR SHOWMANSHIP will be permitted in this section. Juniors traveling with family members or Guardians with other dogs should secure space in the grooming hall. No other exhibitors or handlers will be allowed to set up in this section. This section is exclusive to Juniors with their Juniors dog only. Parents and Guardians with other entries will not be allowed in this section.

NO DOGS MAY BE KEPT OVERNIGHT IN THIS SECTION.

There will be no saving of space under any circumstance. No floor rugs are permitted. Grooming Tables in excess of 24x36 will be regulated by Harry Miller and Kiarry Site Control. No soft-sided crates allowed in the grooming area. No drop pens can be set up in the grooming area regardless of the use. Any containment equipment (dollies or stroller type carts) used for small dogs must be kept in the crate or table designated space. Not in the aisles.

By entering this show, the exhibitors and handlers agree to follow all directions of the assistants charged with arranging and maintaining safe and orderly conditions in the grooming areas.

The grooming areas have 2,000 watt electric outlets spaced throughout which are available to all exhibitors as “shared usage”. Please take every precaution not to overload these outlets with high heat dryers. Electric at an event is closely monitored by the building Fire Marshall and anyone that attempts to overload the outlets puts the entire event at risk. Any unsafe practices will cause that outlet to be removed from service. We will re-set an outlet once. If you cause it to blow a second time it will be pulled from service for the remainder of the event(s). These outlets are

meant for single dryer use ONLY. You will have the option to secure an outlet with more wattage at your own expense. Please take care to have any cords in use off the floor and/or firmly secured to prevent any trip hazards.

Those who want to secure exclusive use of an outlet may do so on-site by contacting Harry Miller. The cost for a 2,000-watt outlet is \$290.00 for the duration of the events.

PLEASE DO NOT OVERLOAD ANY OUTLET UNDER ANY CIRCUMSTANCE.

USDA INTERNATIONAL HEALTH CERTIFICATES

Those exhibitors from outside the USA who require a USDA International Health Certificate for your return travel; there is a procedure to secure proper documentation which has to be made "IN ADVANCE" with the show Veterinarian. You must "check in" as early as possible during the week to be briefed on the process.

Your return travel should not be made before Monday night.

The USDA will be onsite at the Veterinarian's Trailer located by the Grooming hall on Sunday afternoon from 1:00 to 4:00pm ONLY!

The veterinarian will also be able to issue a domestic health certificate for those who need them within five days of travel as per some newer airline regulations.

BATHING STATIONS

There will be bathing stations available to bathe dogs. These will be located outside of the grooming area, in dock slip N 38. The Bathing Area is a covered, well lit area in one of the dock slips. Please exercise care not to walk wet dogs inside the building, to avoid a safety hazard to the public attending the shows. Plan to wheel your wet dogs in a crate or carry them. We thank you in advance to pass this information along to those that will be doing the bathing.

BATHING HOURS ARE 6:00 AM TO 10:00 PM ONLY ON SHOW DAYS

THE BATHING STATION WILL BE AVAILABLE ON SUNDAY AFTER 11:00AM FOR THOSE IN RV'S. NO ACCESS TO THE BUILDING AT THIS TIME.

All exhibitors must leave the building by 11:00 pm so be sure to schedule your bathing times carefully!

PRIVATE EXERCISE PENS WILL NOT BE ALLOWED IN THE BUILDING BETWEEN THE HOURS OF 8:00AM AND 5:00PM.

**NO EXERCISE PENS ALLOWED AT ANY TIME
IN ANY PAVED PARKING LOT OF THE CONVENTION CENTER
EXCEPT IN THE DESIGNATED SPACE NEAR THE EXHIBITORS ENTRANCE.
ACCESS TO SET UP EX-PENS IN THIS AREA WILL BE ACCESSIBLE AT 1:00 PM ON MONDAY
12/10/18**

There will be ample Public Ex-pens located on the dock slips outside of the Grooming Hall and covered public exercise pens outdoors located just outside the exhibitor entrance.

ALL LANDSCAPED AND GRASS AREAS ADJACENT TO THE BUILDING ARE OFF LIMITS TO DOGS!

Due to repeated disregard of walking dogs on the facility grass – we are forced to erect fencing all around the perimeter of the building. Anyone caught relieving dogs within the fenced off areas will be subject to an event hearing.

No grass area is approved for private ex-pens and any set up will be subject to removal by the grounds committee. No private ex-pens will be permitted to be set up in the building during show hours or on any other area around the facility or hotels. Each hotel will have designated exercise areas for their guests with dogs. You are required to clean up after your own dogs at all times. All ex-pens must have plastic underneath them. No Exceptions! Any pen without plastic under the pen will be taken down. There will be large containers for properly bagged refuse. **DO NOT THROW ANY WASTE INTO THIS CONTAINER THAT IS NOT PROPERLY BAGGED.** Any pens

not kept clean or properly maintained will be subject to removal by the grounds committee. Harry's staff will determine the number of ex-pens any one exhibitor or handler can erect.

ALL OUTDOOR EX-PENS WILL BE REQUIRED TO REMOVE ALL GROUND COVERING FOR PRESSURE WASHING ON WENESDAY AND FRIDAY EVENINGS.

Any pens left with ground covering during this cleaning period will be picked up by Harry Miller's Men.

If needed: Plastic and shavings will be available at a nominal cost.
Contact Harry Miller in advance or on arrival if you need either.

THE SHOW RINGS

Due to an event of this size, be prepared for a longer walk to your ring. There will be an area taped in **RED** as "Ring Prep" zones near the rings. This area is for temporary staging for breeds about to be judged. All equipment must be removed from these areas 15 minutes after the completion of that breed unless that ring is used exclusively each day. Please be considerate of your fellow exhibitors that will be next in the ring and in need of the "Ring Prep" areas.

There will be an area in **YELLOW** tape adjacent to each ring as a "Ready Ring Area" this area is restricted to dogs due next in the ring or for dogs waiting for a class that may have been divided. NO grooming or prepping is allowed in this area. Please note: some rings may be expanded to two rings for certain breeds on either day.

The Fire Marshall will not allow crates or tables to block any aisles in case of an emergency. This will be strictly enforced. All allowable equipment must be removed within 15 minutes of the conclusion of your breed judging.

***** PARKING *****

**NO EXERCISE PENS ALLOWED AT ANY TIME
IN ANY PAVED PARKING LOT OF THE CONVENTION CENTER
EXCEPT IN THE DESIGNATED SPACE NEAR THE EXHIBITORS ENTRANCE.**

We were able to secure a reduced rate of \$10.00 per car each day. Oversized vehicles are charged a higher rate. We have arranged for "In and Out" privileges, but you should be aware that during peak times you might not get back into the same area you left.

**YOU MUST PRESENT YOUR PAID OCCC PARKING RECEIPT
FOR THAT DAY FOR FREE RE-ENTRY.**

***** IMPORTANT PARKING LOT RULES *****

**ANY VEHICLE (AND THIS INCLUDES ANY VEHICLE WITH WHEELS:
CAR/VAN/RV, TRAILER/GOLF CART, ETC.)
LEFT IN ANY OCCC PAVED PARKING LOT AFTER MIDNIGHT, ANY NIGHT, WILL BE TOWED
AND IMMEDIATE ACTION BY THE EVENT COMMITTEE WILL RESULT IN ALL WINS REMOVED
AND THE RESPONSIBLE PARTY SUSPENDED FOR JEOPARDIZING A CLUB'S ABILITY TO HOLD
AN EVENT.**

ADMISSION TICKETS

Each entry will be E-Mailed two Scannable Admission tickets good for all events on either Saturday and/or Sunday. Seating for the evening Group is on a "First Come...First Serve" basis, which will be capacity controlled.

You must print out these tickets or have them opened on a phone device to present at the door for admission. No tickets will be mailed.

- Each ticket will allow daytime and evening admission for one person for one day only. The ticket will be linked to a unique "Bar Code", specific to that entry. There is only one admission per ticket. **Once the ticket has been scanned it is considered used.**
- To save time please purchase your additional tickets online in advance.
- Click here to purchase your tickets online at www.akc.org