

## Foxwoods Resort Casino Hand-Carry Policy

For the convenience and safety of exhibitors and patrons Foxwoods prohibits the transportation of all freight and material handling through the lobby and other public space. Foxwoods **will** however, allow items to be hand carried in or out of the facility during specified dates and times.

Hand carried freight is defined as items that can be easily carried by an individual exhibitor, without the need for mechanized equipment. Exhibitors may use two-wheeled hand trucks (Exhibit A) and will not be allowed use four-wheeled flat trucks or similar. (Exhibit B)

Exhibitors may not pull up to or unload at the loading dock. A designated area or marshaling yard will be established by the resort and the designated General Services Contractor for the transfer of items to the facility.

Exhibitors **may not** utilize or borrow any Hotel equipment for the purpose of loading in/out hand carry items, this includes but is not limited to the hotels bell staff and/or carts. Should Exhibitors need assistance with load in/out, they will be referred to the appointed General Services Contractor where fees may apply.

Hand carry items will be supervised. All items are subject to Hotel & Convention Services Staff approval. The Hotel reserves the right to refuse hand carry items for any reason.

Exhibitors found violating these procedures will be asked to turn items over to the General Services Contractor by using procedures set forth in the Exhibitor Packages received by the General Services Contractor.

Exhibit A



Exhibit B

