



MOVE-IN INFORMATION
No Smoking Allowed in the OCCC.

NBAA ON-SITE FLOOR MANAGERS - Booth 5427, OCCC

Indoor Exhibits at OCCC



Sarah Kurusz
(202) 802-0318
skurusz@nbaa.org



Margie Morgan
(804) 396-1992
mmorgan@idc.nbaa.org



Maureen Cameron
(202) 203-0609
mcameron@nbaa.org

Aircraft Display at ORL



Joe Hart
(202) 415-1219
jhart@nbaa.org



Sarah Wolf
(202) 280-8729
swolf@nbaa.org



Sacha Carey
(202) 821-8814
scarey@nbaa.org

Overall Coordination

COVID TESTING AVAILABLE

NOTE: Please do not come to show site if you are feeling ill or have a fever.

Covid testing will be available for a fee for those individuals requiring a test to return home or who may feel ill. Tests will be the NAAT Test (PCR quick test) and results will be provided in 15-20 minutes.

Price: \$150

Testing Schedule:

Sat, Oct 15 - Fri, Oct 21 9:00 am - 5:00 pm

Location: South Registration, S220B

EXHIBITOR & EAC ACCESS

Exhibitors and EACS are required to wear either exhibitor badges or security wristbands during move-in and move-out. On show days, EACs and exhibitors must wear badges.

**Exhibitor & EAC
Wristband Pick-Up**

**24-hour Door,
South B Dock Entrance**

Wed, Oct 12 - Mon, Oct 17 7:00 am - 5:00 pm

EXHIBIT HOURS - SHOW DAYS**

Tue, Oct 18 10:00 am - 5:00 pm - OCCC
9:00 am - 6:00 pm - Outdoor Aircraft Display
Wed, Oct 19 9:00 am - 5:00 pm - OCCC/Outdoor Aircraft Display
Thur, Oct 20 9:00 am - 3:00 pm - OCCC/Outdoor Aircraft Display

Note: On show days, only exhibitors may access exhibit floor at 7:00 am.

** Please note changes for 2022.

FOOD CONCESSIONS DURING MOVE-IN

- Limited food concessions will be available in the exhibit hall during move-in.
- NBAA and the OCCC recommend the use of refillable water bottles to further our efforts towards sustainability.
- Have you taken the **Exhibitor Sustainability Pledge** yet??

OCCC LAYOUT

Street Level - Escalators Up to Concourse Levels, Hotel & Aircraft Display Shuttle Buses

Level 1 - Exhibit Hall (North & South Sides), Exhibits Team Office & Exhibitor Service Desk

South Level 2 - Concourse Level - Registration, Meeting Rooms, FedEx, Bag/Coat Check, SkyBridges to Hyatt & Hilton & Escalators Down to Exhibit Hall

North Level 2 - North Registration, Press Headquarters, Press Conference Rooms & Show Dailies

Level 3 - Meeting Rooms - North and South

EXHIBITOR SERVICE CENTER – Booth 5435

EXHIBITOR SERVICE DESK SCHEDULE

Wed, Oct. 12 - Sun, Oct. 16	8:00 am - 5:00 pm
Mon, Oct. 17	7:00 am - 5:00 pm
Tue, Oct. 18	8:00 am - 6:00 pm
Wed, Oct. 19	8:00 am - 5:00 pm
Thur, Oct. 20	8:00 am - 10:00 pm
Fri, Oct. 21	8:00 am - 5:00 pm
Sat, Oct. 22	8:00 am - 5:00 pm

Representatives in the Exhibitor Service Desk:

• OCCC • Freeman • EvePROS • Floral Expositions
• TWI • Freeman AV • SmartCity • CompuSystems Lead Retrieval

Freeman Exhibitor Service Desk: (855) 424-3738

Orange County Convention Center: (407) 685-5504

Centerplate Catering: (407) 685-5939

SmartCity: (407) 685-2000

FedExOffice: (407) 363-2831

FedEx Office Hours: 7 days a week, 8 am-5 pm

Located in the South Concourse near skybridge to Hyatt Hotel

MOVE-IN TIMETABLE **NOTE: No target changes are permissible after 9/30/2022.**

OCCC Exhibit Hall Move-In (* on a targeted basis)

Wed, Oct. 12 – Sun, Oct. 16* 8:00 am - 5:00 pm

Mon, Oct. 17 8:00 am - 3:00 pm

All crates and material handling containers must be tagged for empty storage by 12:00 noon on Mon, Oct. 17.

All exhibit freight must be out of the aisles by Mon, Oct 17 at 3:00 pm. Exhibitors may continue to work in booths, but crates and exhibitor materials must be out of aisles for carpet installation.

NEED TO WORK LATE?

EACs/exhibitors who need to work late must email requests to exhibits@nbaa.org for prior approval.

REGISTRATION

South Concourse - G&S6 ZBcfA
7 cbWti fgY Lobby / 5 jfWUzi8 jgdUm

	OCCC Reg - North/South Hours	Aircraft Display Reg Hours
Sat, Oct. 15	9:00 am - 5:00 pm	n/a
Sun, Oct. 16	8:00 am - 5:00 pm	9:00 am - 5:00 pm
Mon, Oct. 17	7:30 am - 7:00 pm	7:30 am - 5:00 pm
Tue, Oct. 18	7:00 am - 6:00 pm	7:00 am - 6:00 pm
Wed, Oct. 19	8:00 am - 5:00 pm	8:00 am - 5:00 pm
Thur, Oct. 20	8:00 am - 3:00 pm	8:00 am - 3:00 pm

MOVE-OUT INFORMATION

NOTE: EXHIBITORS WHO MOVE OUT PRIOR TO SHOW CLOSING, 3:00 PM ON THUR, OCT. 20 WILL LOSE PRIORITY STATUS FOR 2023 NBAA-BACE. THIS WILL BE STRICTLY ENFORCED.

Move-Out Schedule

Thur, Oct. 20 3:00 pm - 10:00 pm
Fri, Oct. 21 – Sat, Oct. 22* 8:00 am - 5:00 pm
Sun, Oct. 23 8:00 am - 12:00 noon

- Empty containers will be returned once aisle carpet is removed from exhibit hall.
- The entire process may take up to 8 hours. Please plan accordingly.**
- Inclement weather may delay this process.
- All exhibitor materials must be removed from the OCCC by Sun, Oct. 23 at 12:00 noon.
- To ensure all materials are removed by this deadline, please have all carriers check in by Sun, Oct. 23 by 8:00 am.

EMERGENCY/FIRST AID/SECURITY/LOST & FOUND/BAG CHECK

EMERGENCY: Dial 911; Security: (407) 402-4136, S322

First Aid: Concourse Level 2 outside Halls SB and NB near elevators (2 locations).

Lost & Found: Items can be turned in at South Concourse Registration and will be given to Security in S322 daily if not claimed.

Bag Check: Room S220A, \$4 per item.

Hours: Mon: 7:30 am - 7:30 pm; Tues: 6:30 am - 7:00 pm;

Wed: 8:00 am - 6:00 pm; and Thur: 8:30 am - 4:00 pm

IMPORTANT: Take care of your belongings at all times. Exhibitors/EACs are responsible for their own goods. Do not leave valuables unattended.