

**PROGRESSIVE**



**January 27- February 4, 2024**  
**Huntington Place (Formerly Cobo Center)**

## **Greetings!**

We look forward to moving into Huntington Place for the 66th Detroit Boat Show in just a few short weeks. We are excited to share some important news:

- 1) Again this year we have more time for move-in and move-out. We will be starting with electrical and carpet as early as Thursday, and 50 ton crane picks and boat move-in start on Friday, January 19. We are planning no move-in activity during Saturday and Sunday and will pick back up on Monday, January 22.
- 2) Once again, there will be aisle carpeting installed Friday, Jan. 26, throughout the show. So please be sure your space planning keeps you within your exact footprint and set by Thursday at 5pm.

**Company: Michigan Boating Industries Association**

**Space Location:**

Please review your scheduled move-in times below. We ask everyone to adhere to their scheduled time to ensure the smoothest move-in as possible. We appreciate your cooperation and patience as we work to move everyone into the hall as efficiently as possible. Please look carefully as your booth number may have changed.

**Bulk Exhibitors:** If you need a different time than you are scheduled, for move in or move out, please contact Bethany ASAP, [bsly@mbia.org](mailto:bsly@mbia.org). We can accommodate most requests as long as we plan ahead. Also, if you have requested a 50-ton crane pick, that schedule is different and will be sent separately.

**10' x 10' Booth Exhibitors:** The time stated is the earliest time you can move in. If you prefer to wait that is fine as long as you have everything in your space by 9am, Saturday January 27. You will not be able to drive to your booth on Friday as the carpet is being laid. For "move out" booth exhibitors & Mini Bulks(A) must either be moved out by Sunday, February 4 at 10pm or tear down and have us store your materials for you out of the aisle. Any booths left Monday morning will be in the way of the cranes.

**IMPORTANT:** If you need high-low assistance on Sunday evening, you must put in the request to MBIA so we can order the correct amount of labor. Please send an email with the title "Sunday labor needs" to [bsly@mbia.org](mailto:bsly@mbia.org).

## Move-In Schedule

**Your move in date:**

**Move in time:**

To minimize wait time, we have created a scheduled move-OUT. If you arrive after your scheduled time you will likely wait longer for your labor. Move-out days include Sunday evening from 6pm - 10pm with only high-low service (no crane or sign removal). Monday at 8am - Wed. noon will have full services. All halls must be empty by noon on Wed., January 25, 2023.

## Move-Out Schedule

**Your move out date:**

**Move Out Time:**

Please review the [Exhibitor Manual](#) and the [Detroit Boat Show Rules and Regulations](#). Please review the Huntington Place [General Rules and Regulations](#).

Please be sure that all move-in and out personnel read the Move In and Out Instructions on **pages 13-16 of the Exhibitor Manual**.

## Important Notes:

- Move-in/out buttons must be worn by all personnel. **Please be sure to submit the number of buttons needed under the 'Credential Section' in Boat Show Manager.**
- All wet shrink wrap and snow must be removed BEFORE entering Huntington Place. There will be a large dumpster at dock #30.
- If weather dictates we will again be providing Snow Joe's to clean off boats. As this does slow down the move-in process, please be patient.
- Mark ALL unattended vehicles with your name and phone number on the dashboard using the [form here](#) or they may be towed.
- View the current [Floorplan](#) as many changes occur regularly.
- You must adhere to all Detroit Boat Show and Huntington Place Rules and Regulations

## Marshalling Boats

Do you need to marshal boats ahead of your move in time? Please contact Bethany Sly ASAP at [bsly@mbia.org](mailto:bsly@mbia.org) for details.

## Early Install Option For Carpet & Electrical Installation

More good news. If you want to get a jump on your move-in, you can order your carpet and electrical a full 24 hours prior to your move-in time but not earlier than the morning of Jan. 19. Please note, if your carpet is installed early we recommend covering it as the rest of move-in continues.

Many of you have already put in your orders, so to get these dates moved up, please contact the individuals below and copy [Bsly@mbia.org](mailto:Bsly@mbia.org) with your request. Note, you must have someone onsite to start the work process.

**Electrical Service** - Freeman Electric | Huntington Place Electrical Services

## **Carpet Installation - Convention & Show Services, Inc.**

Allison Genaw [allisong@convshow.com](mailto:allisong@convshow.com)

1250 John A. Papalas Dr. | Lincoln Park, MI 48146

p: 313.259.7632 | f: 313.259.1263 | c: 313.657.5435

## **Wide Load Permits**

The MBIA has received [approval](#) from the Dept. of Transportation for wide/oversize loads during move in (1/17 - 1/27) through move out (2/4 - 2/8) for the Detroit Boat Show, but you must still apply individually for a permit if you're going to be hauling an oversize load to Huntington Place. You can find the application at their permit website [www.michigan.gov/mdotmpg](http://www.michigan.gov/mdotmpg). If you need any assistance, contact the Transport Permit Unit at 517-241-8999.



Please be advised that in addition to the State of MI oversize load permit, a **City of Detroit Oversize Permit** is required to transport oversized loads on City of Detroit roads. Below are links to the City Of Detroit "Surety Bond" Instructions/ Application, and the City Of Detroit oversized load application.

[City of Detroit Surety Bond Instructions](#)

[City of Detroit Oversized Load Application](#)

## **For Best Hotel Discounts Book at the Official Boat Show Hotel**

The Detroit Boat Show has partnered with the Detroit Courtyard Marriott Downtown. The Courtyard facilities offers on site food and easy access to shopping, restaurants and Huntington Place via the People Mover. Join your fellow exhibitors and MBIA staff at this great facility.

### **Courtyard Detroit Downtown (deadline 1/8/24)**

333 E Jefferson Avenue, Detroit, MI, 48226-4352, Phone: (313) 222-7700

Special Exhibitor Rate: \$169 Single, Double, or Triple

Valet Parking Rate: \$15/day valet parking and \$25/night valet parking fee with in and out privileges

Call 800-321-2211 or 313-222-7700, and mention "Detroit Boat Show" or [Click here](#) to book online with group code M-QKPG85H.

If room block is reported as full, please notify Nicki Polan [npolan@mbia.org](mailto:npolan@mbia.org)

## **IMPORTANT REMINDERS:**

**Giveaways/Highlights/Promotions** – This year we're focusing on NEW! Please Send us information about any exciting NEW products, NEW models, and giveaways at the show and we'll promote them on the DBS website and PR materials!

**MBIA Forms** - were due November 22. Get your forms in early to receive all your materials before the show opens!

**Contractor Orders** - discounts apply for those submitted by deadline

CSS Forms are due January 19, 2024 - [CSS Exhibitor Kit](#)

- Online ordering information is available on [Detroitboatshow.net](http://Detroitboatshow.net) & in the Boat Show Manager Portal

[Huntington Place Online Order](#) (Page 32 of CSS Exhibitor Kit) for below services:

Freeman Electrical Service Order Form due January 12, 2024 (for discount pricing)

Huntington Place Janitorial Services Form due January 12, 2024 (for discount pricing)

Huntington Place Telephone Service Form due January 12, 2024 (for discount pricing)

Huntington Place Internet Service Form due January 12, 2024 (for discount pricing)

On Site Specialists (OSS) A/V Form –Reservations first come, first serve.

**Detroit Boat Show Hours:**

Saturdays: 11 a.m. - 8 p.m. | Sundays and Mon: 11 a.m. - 6 p.m. | Tues - Fri: 3 p.m. - 9 p.m.

*The Boat Show office will be open one hour prior to show opening, and 15 minutes after the show hours each day.*

*Please note: If your cleaning crews need to get in prior to this time frame then an Early Entry Form will need to be issued from the Show Office.*



Michigan Boating Industries Association | 8625 Richardson Road, Commerce Twp., MI 48390

[Unsubscribe npolan@mbia.org](mailto:Unsubscribe_npolan@mbia.org)

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