

Loading Dock:

Vendors/Guest: If you have any vendors/Guest that have big or multiple items to load in, they are welcome to utilize our loading dock. With that being said please relay this message to ALL whom will be needing to utilize the loading dock for load in or out.

Please be Aware that if you are needing to utilize the loading dock to load in or out items/equipment, there is a protocol you must follow. All whom will be utilizing the loading dock will need to stop at the **Security desk by (Human Resources)**, at that time security will need their driver's license which they will keep till load in or out is complete and will issue them a temporary badge. No vehicles are to be parked in the back once the load in/out is complete, you must move your vehicle to the designated parking area or parking garage.

May 30, 2019

Load in Times: 2:00 PM-3:00 PM

May 31, 2019

Load out Times: 3:30 PM-5:00 PM



Note: As you are entering the parking lot, you will need to stop and walk into security before driving on to the dock. It is a pretty narrow road, but if no one is there, you may be able to temporarily park on the road to run into security. You will walk past the employee smoking/break area to enter security.