

**\*\*\* Notice to Exhibitors (3) \*\*\*****Move in/out Arrangement & Use of e-Vehicle Permit****(1) Special Move in/out Arrangement**

Large scale road projects are currently being conducted around the area of Hong Kong Convention and Exhibitions Centre. After extensive negotiation and discussion with HKCEC, in order to alleviate the traffic congestion and ensure smooth traffic in Wan Chai, special arrangement is going to be implemented on **move-in day (18 July) and move-out day (25 July)** for Hong Kong Sports and Leisure Expo this year. The practice is the same as other large-scale events. Goods vehicles will only be allowed to enter into the HKCEC loading areas after visiting the Vehicle Marshalling Area at Tsing Yi.

The procedure and details can be found below:

**(i) e-Vehicle Permit for Lorries / Light Goods Vehicles**

e-Vehicle permits will be issued to each exhibitor for entering the loading /unloading area of the Hong Kong Convention and Exhibition Centre on the move-in day (18 July) and throughout the exhibition period including the move-out day (19-25 July). The permit is **only valid for use at the specified dates and times** indicated on the permit. Each e-Vehicle permit can only be **used once only**, either by showing the QR code in phone/tablet or in printed version.

**“Special Arrangement” for Vehicles on Move-In Day (18 July) & Move-out Day (25 July)**

Control point will be set-up at the entrance of HKCEC, goods vehicles will **only be allowed** to enter into the HKCEC loading areas with:

- (a) **e-Vehicle Permit** issued by HKTDC **AND**
- (b) **Trip Ticket** issued at the Vehicle Marshalling Area

**Move-in procedure**

1. Before proceeding to the HKCEC loading area, all vehicles **MUST** first report to the **Tsing Yi Vehicle Marshalling Area**
2. The vehicle marshalling area will be opened at **8:00 a.m.** until all the move-in activities finished on **18 July 2023**.
3. Upon arrival at the vehicle marshalling area, the drivers **MUST** first present the **e-Vehicle Permit issued by HKTDC, queue up** and wait for the further instructions given from the attendant of HKCEC. The waiting time at the vehicle marshalling area may vary and would depend on the total number of vehicles, move-in speed and the prevailing traffic condition.
4. Starting from **8:30 a.m.** on 18 July 2023, a **Trip Ticket** will be issued to the drivers at appropriate time.
5. The driver must then proceed to HKCEC loading area via Expo Drive **within 2 hours with**
  - a. **Move-in e-Vehicle Permits** issued by the HKTDC **AND**
  - b. **Trip Ticket** issued at the Tsing Yi Vehicle Marshalling Area
6. Drivers **failing** to present the above 2 permits will **NOT** be allowed to enter into HKCEC loading area.
7. If the vehicle marshalling area overloads, HKCEC will implement further measures at discretion.

**Move-out procedure**

1. Before proceeding to the HKCEC loading area, all vehicles **MUST** first report to the **Tsing Yi Vehicle Marshalling Area**
2. The vehicle marshalling area will be opened at **4:00 p.m.** until all the move-out activities finished on **25 July 2023**.
3. Upon arrival at the vehicle marshalling area, the drivers **MUST** first present the **e-Vehicle Permit issued by HKTDC, queue up** and wait for the further instructions given from the attendant of HKCEC. The waiting time at the vehicle marshalling area may vary and would depend on the total number of vehicles, move-out speed and the prevailing traffic condition.
4. After **5:00 p.m.** on 25 July 2023, a **Trip Ticket** will be issued to the drivers at appropriate time.
5. The driver must then proceed to HKCEC loading area via Expo Drive **within 2 hours with**
  - a. **Move-out e-Vehicle Permits** issued by the HKTDC **AND**
  - b. **Trip Ticket** issued at the Tsing Yi Vehicle Marshalling Area
6. Drivers **failing** to present the above 2 permits will **NOT** be allowed to enter into HKCEC loading area.
7. If the vehicle marshalling area overloads, HKCEC will implement further measures at discretion.

**Circular – SLE2023**

With an aim of alleviating the traffic congestion due to a high usage of loading/unloading facilities, the free-of-charge loading/unloading time during the expo period is limited to **60 minutes**. The HKCEC will impose charges on vehicles with extended stay on 18-25 July. The charges are as follows:

<b>First 60-mins (after clock in):</b>	<b>Free</b>
<b>First 2 hours after 60 minutes:</b>	<b>HK\$100 / Every 30 mins or part thereof</b>
<b>After 3 hours:</b>	<b>HK\$150 / Every 30 mins or part thereof</b>

Payment (if any) will be collected at the exit gate by Octopus Card / Visa / Master Card. Please note that vehicle permits are not intended for parking purpose, and is not valid for private cars. The Expo Drive Hall loading area admits vehicles of 2.2m or below only.

**(ii) Private Car / Taxi**

Private cars and taxis will be allowed to enter into the HKCEC at the discretion of the traffic control attendants during the move-in and move-out periods. No waiting or parking at the HKCEC is allowed. Private cars and taxis entering HKCEC will NOT be required to present any e-Vehicle Permit nor report to the vehicle marshalling area. However, drivers can only unload their goods at the Expo Drive / Harbour Road Entrance of the HKCEC. No waiting or parking at the HKCEC is allowed.

**(iii) HKCEC Car Park (Urban Parking)**

Exhibitors may utilise the HKCEC Car Park (Urban Parking) which locates at the Expo Drive Central from 18 to 25 July (include move-in/move-out day). Private cars and light goods vans which are not going to the loading area may use the car park either in form of hourly or daily parking (need to apply and pay beforehand).

**(2) Distribution of e-Vehicle Permit**

According to the booth area and hall distribution, the organiser has divided the day into different move-in/ move-out time slots. All exhibitors should make the move-in and move-out arrangement according to the time specified on the e-vehicle permit received.

**Move-in Day (18 July)****e-Vehicle Permit for Move-in –  
Expo Drive Entrance (New Wing)**

- 1) 8:30 - 10:30
- 2) 10:30 - 12:30

**Move-out Day (25 July)****e-Vehicle Permit for Move-out –  
Expo Drive Entrance (New Wing)**

- 1) 17:00 - 19:00
- 2) 19:00 - 21:00

**Remarks: According to the traffic conditions, the police may implement traffic diversions at the vicinity of HKCEC on the move-in and move-out day.**

Tsing Yi Vehicle Marshalling Area / 青衣車輛等候處

