

2026 Cincinnati Travel, Sports & Boat Show

Move-In Guidelines

Follow these rules for a smooth and safe setup at the Duke Energy Convention Center. Share this document with your entire team.

Weather and Entry

- In snowy or icy conditions, clean all snow/ice off boats on the street before entering the building.

Fork Trucks

- Dealers may bring and use their own fork trucks if operators are OSHA-certified and carry their license.
- Fern Exposition & Event Services provides on-site fork trucks—contact them directly to arrange. Renfro Productions does not supply any.

Safety and Regulations

- Strictly follow all rules from the Cincinnati Fire Division and Department of Buildings & Inspections, including limits on gasoline, batteries, and decks/docks.
- For all motorized vehicles, boats, RVs, etc.:
 - Limit fuel to less than 1/8 tank.
 - Disconnect batteries once in position.
 - Remove ALL LP/propane tanks.
- Any vehicle dripping oil will incur cleanup charges from the Convention Center.

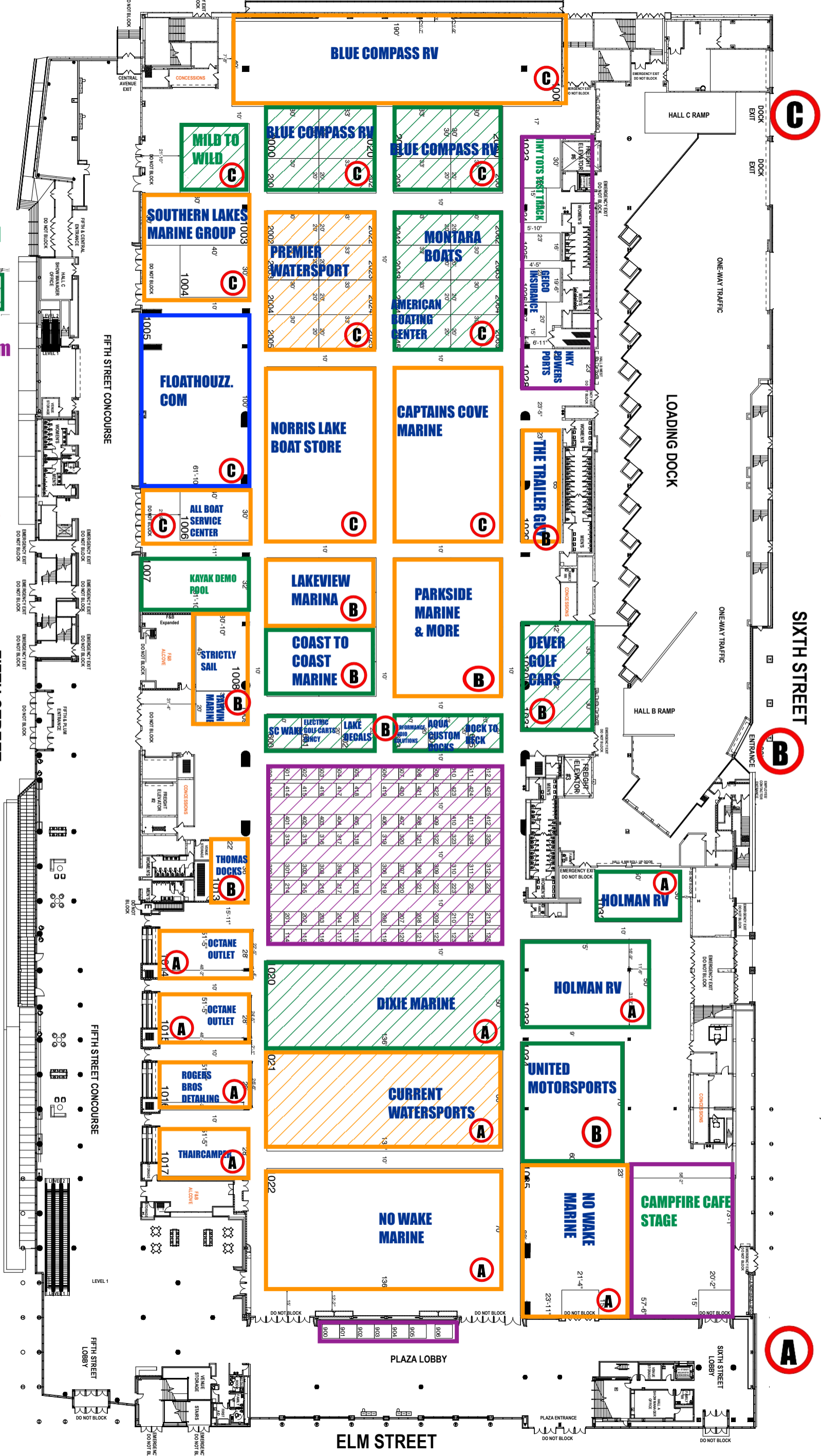
Move-In Process

- Chain hoists are available on a first-come, first-served basis.
- Unhitch boats/trailers and remove towed vehicles immediately after unloading to reduce congestion. The Convention Center is not a parking lot.
- Do not enter the floor with boats or vehicles before your scheduled time. If waiting on the street, stay in touch with your exhibit coordinator via cell phone. Never leave vehicles unattended on the street.
- Provide all drivers with the included map. Enter through your assigned door unless directed otherwise by show staff.
- Do not block ramp access doors.

Exhibit Setup Etiquette

- Avoid using an adjacent exhibitor's space unless it's unoccupied that day.
- Cooperate with neighboring exhibitors.
- Do not use banners or draping to block neighboring displays.
- Exhibit drapes must not exceed 8 feet in height.

DUKE ENERGY CONVENTION CENTER
Cincinnati, Ohio



Monday 1/19
Tuesday 1/20
7:30 am 8:00 pm
12:00 pm 8:00 pm

Wednesday 1/21
7:30 am 8:00 pm
12:00pm 8:00pm

Thursday 1/22
7:30 am 8:00 pm

You must be here on your scheduled set up time using the assigned door.

FIFTH STREET

ELM STREET (PLAZA)

C

B

A