

**Circular 3: Special Move-in & Move-out Arrangement**

Special traffic arrangements will be implemented to minimise pressure to traffic caused on the move-in day (16 August 2023) and move-out day (19 August 2023) of the HKTDC Hong Kong International Tea Fair. These measures would be beneficial to both our valued exhibitors as well as the general public. Exhibitors are recommended to pay attention to the details of the new arrangement as below:

**Special Move-in Arrangement (For ALL exhibitors)**

All roads of the Hong Kong Convention and Exhibition Center (HKCEC) will be blocked off for move-in from **9:00 a.m. on 16 August 2023 (move-in day)**. Control point will be set-up at the entrance, only the following vehicles will be allowed to enter HKCEC Phase II:

- i) **Large Vehicle / Lorry / Light Goods Vehicle**  
**Goods vehicles will only be allowed to enter into the HKCEC loading areas with**
- Vehicle Permit issued by HKTDC AND**
  - Trip Ticket issued at the Tsing Yi vehicle marshalling area**

**Move-in procedure**

- Hong Kong Trade Development Council (HKTDC) issues a Move-in Vehicle Permit (16 August 2023) to all exhibitors.
- Before proceeding to the HKCEC loading area, all vehicles **MUST** first report to the vehicle marshalling area according to the time specified on the vehicle pass issued by HKTDC. The vehicle marshalling area will be opened at 8:00 a.m. until all the move-in activities finished. The location of the vehicle marshalling area will be in Tsing Yi. (location map attached)
- Upon arrival at the vehicle marshalling area, the drivers **MUST** first present the Vehicle Permit issued by HKTDC, queue up and wait for 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.
- According to the traffic condition, a **Trip Ticket** will be issued to the drivers at appropriate time. The driver must then proceed to HKCEC loading area via Expo Drive **within 2 hours** with a) **HKTDC Vehicle Permit AND** b) **Trip Ticket**.
- Drivers **failing** to present the above 2 permits will **NOT** be allowed to enter into HKCEC loading area.

ii) **Private Car / Taxi**

**Move-in procedure**

Private cars and taxis entering HKCEC Phase II will **NOT** be required to present any Vehicle Permit nor report to the vehicle marshalling area. However, drivers must enter HKCEC Phase II **via Expo Drive** (opposite to Grand Hyatt Hong Kong) and unload their goods at the Expo Drive Entrance. **NO waiting or parking at the HKCEC Phase II is allowed.**

**Special Move-Out Arrangement**

Exhibitors may use their own vehicles or other forwarder's service. A move-out permit with entrance time of "**After 5:00 p.m.**" (**19 August 2023**) would be issued to each request accordingly in **early August** with the following details: -

**i) Large Vehicle / Lorry / Light Goods Vehicle****Move-out procedure**

Hong Kong Trade Development Council (HKTDC) issues a Move-out Vehicle Permit to exhibitors. On 19 August 2023 (move-out day), **Goods vehicles (Large Vehicle / Lorry / Light Goods Vehicle)** should arrive HKCEC, according to time showed on the issued vehicle permits (**i.e. After 5:00 p.m.**). Please note that vehicles **DO NOT** have to report to the designated vehicle marshalling area at Tsing Yi on **Move-Out day, i.e. 19 August 2023.**

**ii) Other Transportation**

**Private vehicles** and **taxis** will be allowed to enter into the HKCEC at the discretion of the traffic control attendants during the move-out period. No waiting or parking at the HKCEC is allowed.

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

Exhibitors requiring the use of the 40 ft. container size lifts for the transport of bulky stand materials should apply in advance with the HKTDC for special vehicle permits.

Please note that vehicle passes are not parking permits. All vehicles / trucks must leave the loading bay after the loading of their exhibits.

For enquiries, please call HKTDC customer service hotline: **(852) 1830-668**.

Hong Kong Trade Development Council

**通告 3: 進館及撤館交通安排**

主辦機構將於香港國際茶展之**進館日(2023年8月16日)**及**撤館日(2023年8月19日)**實行特別交通安排，以舒緩其引起之交通擠塞及為各參展商及公眾人士帶來更大的方便。請留意以下詳情：

**進館交通安排 (適用於所有參展商)**

將於**2023年8月16日上午9時起**(進館日)封閉香港會議展覽中心(會展中心)附近路段及設置控制點，只准以下

**i. 大型車輛/貨車/輕型客貨車**

必須同時持有

- a. 由 香港貿易發展局預先發出之車輛通行證及
- b. 進場當天由 指定之車輛等候處發出之往來證明書方可進場

**進場程序**

1. 香港貿易發展局(貿發局)將向各參展商發出**2023年8月16日**之進場車輛通行證。
2. 在進入會展中心貨物起卸區前，所有大型車輛、貨車及輕型客貨車必須在車證上之指定時間到達報到。車輛等候處將於**2023年8月16日上午8時**開放，直至所有進場程序完成。車輛等候處定於青衣區。(請參閱附上之地圖)
3. 當大型車輛、貨車及輕型客貨車到達車輛等候處後，必須出示由貿發局發出適用於該時段之車輛通行證，並於車輛等候處排隊等候指示。輪候時間將視乎車輛數量、進場速度及當日之交通情況而定。
4. 車輛等候處將根據交通情況向輪候之司機發出一張往來證明書。司機須攜同**a. 車輛通行證**及**b. 往來證明書**於**2小時內**經博覽道或會議道入口前往會展中心貨物起卸區進場。
5. 未能提供上述兩種證件者將均不能進入會展中心卸貨區。

**ii. 私家車/的士****進場程序**

進入會展中心第二期之私家車及的士不需要持有車輛通行證或到車輛等候處報到，惟所有私家車及的士必須經博覽道入口(即君悅酒店對面)進入會展中心第二期，並只能於博覽道正門進行落貨。司機於落貨後必須盡快離開會展中心第二期，不得停留或候客。

**撤館交通安排**

各參展商可選用閣下之貨車或貨運代理。本局將向其派發**撤館車輛通行証（2023年8月19日“下午5時後”）**以供使用。車輛通行証將於8月上旬以速遞發放給各參展商。敬請留意以下詳情：

**i) 大型車輛/貨車/輕型客貨車****撤場程序**

香港貿易發展局(貿發局)將向各參展商發出**撤館日（2023年8月19日）**之進場車輛通行證。於**撤館**當日大型車輛、貨車及輕型客貨車可按車輛通行證上時間到達會場排隊，等待安排進場。請注意所有大型車輛、貨車及輕型客貨車於**撤館日（2023年8月19日）**不需到位於青衣之指定車輛等候處報到

**ii) 其它交通安排**

於撤館其間，將酌情准許私家車及的士駛入會展新翼範圍，但不得停留或候客。

於進場及撤場當日，警方將視乎灣仔北及周邊一帶之交通情況，  
酌情採取交通管制及改道措施

參展商如需使用可容納40呎貨櫃的升降機來搬運大型攤位用品，必須預先向貿易發展局申請特別車輛通行證。

車輛通行證並非泊車證，所有車輛/貨車在裝卸展品後，必須駛離貨物裝卸區。

如有疑問，參展商可致電香港貿易發展局客戶服務熱線 **(852) 1830-668**查詢。

香港貿易發展局

### Location of the Vehicle Marshalling Area in Tsing Yi

#### 青衣車輛等候處位置圖

~ Valid for Move-In Day on 16 August 2023 ~

適用於2023年8月16日進館日

