



# Vendor Loading Support Document

## As of September 2025



## Vendor Support Document

Directions to Loading Dock	3
Directions to Security Office	4
Overview Map of Hilton Austin Meeting Space	5
Governor's Ballroom Access Route	7
Austin Grand Ballroom Access Route	8
Loading Dock and Freight Elevator Measurements	9



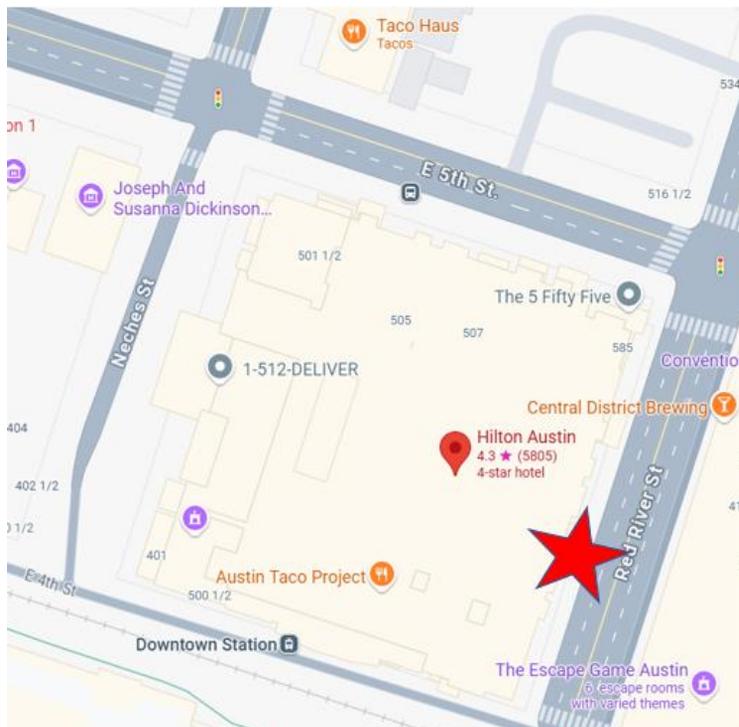
## Directions to the Loading Dock

Located on Red River Street, the loading dock is at the rear of the Hilton Austin.

Hilton Austin  
500 E. 4<sup>th</sup> Street  
Austin, TX 78701

Hours of Operation: Monday – Friday, 7:00am – 4:30pm

After Hours, Please call Security at 512.682.2783 upon arrival.



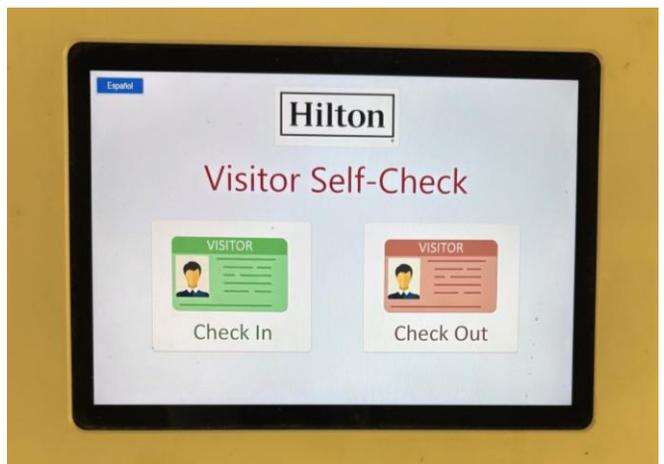
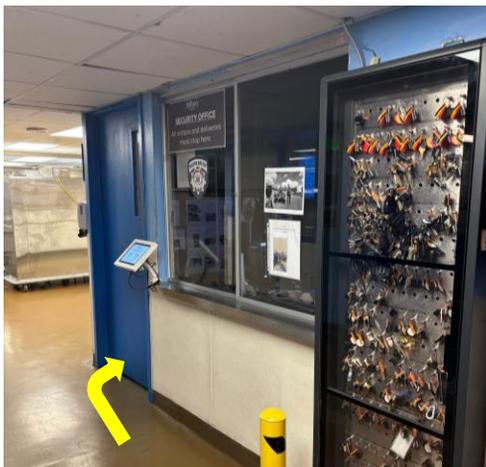


## Directions to the Security Office

***\*All Vendors Must Check In with the Security Office Prior to Unloading\****



Enter through the loading dock doors and continue straight, past the vinyl strip door



The Security Office is the first door on your right. Walk to the blue door with the "Security Office" sign on it, and utilize the kiosk to check in.

Overview Map of Hilton Austin Meeting Space



Overview Map of Hilton Austin Meeting Space



## 4<sup>th</sup> Floor Governor's Ballroom Access Route



Exit the Freight Elevator on the 4<sup>th</sup> Floor. Service Hallway is 8'H x 8'W.



Continue **STRAIGHT** to Access Salon D and Salon E. Salon E Freight Doors are 8'H x 8'W.



Exit the Freight Elevator and turn **RIGHT** through the Double Doors. Follow the hallway to the **LEFT** to access Salon A, Salon B and Salon C.



Continue down the hallway to the **RIGHT** to access Salon A, Salon B and Salon C.

## 6<sup>th</sup> Floor Grand Ballroom Access Route



Exit the Freight Elevator on the 6<sup>th</sup> Floor. Service Hallway is 8'H x 8'W.



Continue **STRAIGHT** to Access Salon H. Salon H Freight Doors are 8'H x 8'W.



Exit the Freight Elevator and turn **LEFT** to access Salon J and Salon K.



Exit the Freight Elevator and turn **RIGHT** to access Salon F and Salon G.



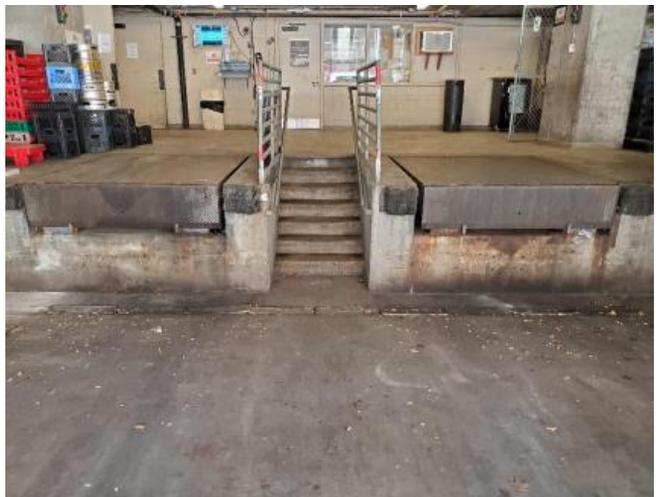
## Loading Dock and Freight Elevator Measurements

### Loading Dock



Two (2) Bays Available, each fits  
53' Trailer

43" from Bay Floor to  
Automatic Lift Plate





## Loading Dock and Freight Elevator Measurements

### Freight Elevator

Dimensions: 8' high x 8' wide and 17' deep

Door Opening: 7' 10" high

Capacity: 6,000 pounds

#### **FREIGHT ELEVATOR – LOADING DOCK LEVEL**

Loading Dock Doors to Freight Elevator



Loading Dock Doors 83"H x 8'W



View of Freight Elevator from Loading Dock Floor



#### **FREIGHT ELEVATOR – STREET LEVEL ACCESS**

Street Level Access (Red River)



Dimensions: 8'H x 8'W x 17'L



Interior view from Street Level

