

Planning your team's account card



ONE CENTRALISED ACCOUNT CARD, LESS EXPENSES SUBMITTED BY EVERYONE

Purchase food and drinks from MCEC Cafes, kiosks or pop-ups and charge to a pre-paid account card. Collect your account cards upon arrival at MEC Customer Service Desk opposite Clarendon Street.

CONTACT DETAILS

CONTACT NAME	POSITION	
COMPANY	ABN/ACN	
ADDRESS		
SUBURB	POSTCODE	STATE
TELEPHONE	MOBILE	
EMAIL		

EVENT DETAILS

EVENT NAME	EVENT DATES
STAND NAME	STAND NUMBER

ACCOUNT CARD DETAILS

CREDIT LIMIT REQUIRED	\$
NUMBER OF CARDS REQUIRED FOR YOUR TEAM	
ACCOUNT CARDS TO BE COLLECTED AT CUSTOMER SERVICE DESK ON	/ /

NB

Should the Bill To details differ from the contact details above please advise Exhibitor Services in your email.

TERMS AND CONDITIONS

- Payment must be received for your card to become activated
- Once your nominated credit limit has been reached, authorisation by the account holder will be required to increase the credit limit. This may be done on-site at the MCEC customer service desks. Any credit unused at the conclusion of the event will be refunded upon confirmation and distribution of final invoices.

PLEASE NOTE

Retain all receipts as charges are not itemised and GST is charged at the point of sale.

PRIVACY COLLECTION STATEMENT

The Melbourne Convention and Exhibition Trust (MCET) operates the Melbourne Convention and Exhibition Centre (MCEC) on behalf of the State Government of Victoria. MCET is collecting your personal information for the purposes of completing the enquiry above. MCET will use the personal information for the primary purpose or a directly related purpose. You understand that the personal information provided is for the purpose of this enquiry and shall otherwise remain private within MCET unless disclosure is required by law. You may apply to MCET for access to and/or amendment of the information. Request for access to and/or amendment of the information should be made to MCET's Privacy Officer (privacy@mcec.com.au). Our Privacy Policy is available [here](#).

I agree to MCEC privacy collection statement and Terms and Conditions