

CONVENTION CENTRE LOADING DOCK SERVICES ORDER FORM



Name of Event:	_____	Event dates:	_____
Stand name:	_____	Stand number.:	_____
Company:	_____		
Contact name:	_____	Position:	_____
Address:	_____		
State:	_____	Post code:	_____
Telephone:	_____	Mobile:	_____
Email:	_____		_____

Please enclose a copy of your purchase order with this form and the other relevant page at least seven days prior to your event.

Purchase order number (if applicable to your billing process).....

Person requesting service.....

Signature of person requesting service.....

Payment type: Account COD Payment with card not present

Vehicle registration if permit application.....

ABN.....

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Return both pages to mccdockenquiries@mcec.com.au or smalone@mcec.com.au

For enquiries please contact the Exhibition Centre Loading Dock +613 9235 8386.

Please note that space hire is subject to availability and must be pre-arranged. We do not accommodate containers in the MCC Loading Dock.

Arrival date	Quantity	Size	Item		Departure date (charges apply until removed)	Cost GST included	Resource number	Office use only - Actuals		
								GI No:	Hours	Cost
			MCC Loading Dock Storage	Per Square Meter Per Day		\$20.00	7STGCH	240		
			Staff Assistance Portering	Per 1 Hour (Minimum)		\$55.00	7STGCH	240		
			Staff Assistance Portering outside business hours	Per 4 hour (Minimum)		\$220.00	7STGCH	240		
			Staff Assistance Forklift & Driver	30 Minutes (Minimum)		\$90.00	7STGCH	240		
			Staff Assistance Forklift & Driver	60 Minutes		\$180.00	7STGCH	240		
			Staff Assistance Forklift & Driver	120 Minutes		\$340.00	7STGCH	240		
TOTAL										