



2017

Exhibitor Services Stand Catering Guide

AWARD-WINNING FOOD, MADE IN-HOUSE.

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V Vegetarian

GF Gluten free

All menu prices include GST.

MCEC Stand Catering and Sampling Guidelines

At Melbourne Convention and Exhibition Centre (MCEC), we understand great food and beverages are a key component to the success of any event. Maintaining quality refreshments, that are readily available, help your exhibitors stay energised and engaged.

This guide provides you with an extensive range of food and beverage options, tailored specifically to exhibitors' needs.

Our skilled chefs create the majority of these dishes in-house, using the freshest seasonal Victorian produce available. This menu also caters for a wide variety of dietary requirements, with vegetarian, dairy free and gluten free options readily available.

Sampling

Please note MCEC have sole catering rights to the venue. We will consider reasonable requests for food and beverage sampling, however sampling portions must be of tasting size only i.e. no larger than 50g or 50ml (not more than 10ml for spirits or 30ml for wine, beer and cider) and must be offered free of charge. Requests for external catering and food and beverage sampling must be submitted in writing to the MCEC for approval and will be considered on a case by case basis, to which charges may apply.

[Click here to download the Food and Beverage Sampling Approval Form.](#)

Food and Beverage Account Card

Exhibitors can also purchase food and beverage from the Plenary Café, Shed Cafe and the Exhibitor Lounge using an Account Card.

This pre-paid card is used like a debit card and is handy for hosting guests or for when you need to grab some food on the run.

For further information and to organise before you come on site **[click here](#)**

Breakfast Packages



Menu Code	Item Description	Inclusions	Amount (Per 10 pax)
2A	Sweet Breakfast Package (15 pieces)	<ul style="list-style-type: none"> » Danish pastries » Croissants » Banana bread 	\$48.00
2B	Savoury Breakfast Package (10 pieces)	Assorted breakfast sliders with fried free range egg, varieties include crisp bacon and buttered spinach	\$48.00
2C	Yoghurt Breakfast Package (10 serves)	Breakfast trifle of vanilla yoghurt with berry compote, toasted muesli and walnuts	\$48.00
2D	Smoothie Breakfast Package (10 serves)	Smoothie - seasonal flavour	\$48.00

Break Packages



Menu Code	Item Description	Inclusions	Amount (Per 10 pax)
3A	Sweet Break (5 of each item)	A selection of sweet house-made muffins » Chocolate chip » Raspberry and white chocolate » Apple crumble	\$58.00
3B	Tea Break (5 of each item)	» Banana and walnut nut bread loaf v » Orange, chocolate and almond cup cake with choc orange jaffa frosting » Selection of our signature macarons GF v	\$58.00
3C	Donut and Éclairs Break (5 of each item)	Brunswick street “café culture” donuts and éclairs with assorted cream fillings and wicked toppings	\$58.50
3D	Savoury Break (10 of each item)	» Pork and fennel sausage rolls and braised organic beef and ale pie, classic tomato ketchup » Truffled mushroom, goats curd and lemon thyme tart GF v	\$69.00
3E	Ice-cream Break (6 of each item)	» House-made individual tubs of ice cream » House-made individual tubs of sorbet	\$48.00
3F	Macaroon Break (15 pieces)	House-made macaroons, assorted flavours	\$58.00
3G	Cupcakes (10 pieces)	House-made cupcakes, assorted flavours	\$58.00

Lunch



Menu Code: 4A

Item Description: Select 3 sandwiches or wraps from the list below

Price: \$158.00 (10 pax)

Inclusions:

- » Sher Wagyu beef with semi-dried tomatoes, Swiss cheese, lettuce, and grain mustard mayonnaise on organic seeded sourdough
- » Poached coconut chicken, pickled carrots, bean shoots, coriander, mint, chilli and spicy Vietnamese dressing on a buttermilk roll
- » Gypsy ham, Swiss cheese, mesclun salad, and caramelised onion and tomato relish on a classic sourdough roll
- » Gippsland pastrami, tasty cheese, dill, cucumber, house-made sauerkraut and reuben sauce on a rye bun
- » Poached chicken, avocado and celery with parsley mayonnaise on light rye bread
- » Tandoori spiced chicken, cucumber, coriander, tomato and mint yoghurt on a quinoa crusted bun
- » Flaked smoked salmon, coral lettuce, capsicum, dill, mayonnaise and spring onion on New York style mini bagel
- » Gippsland beef with rocket, tomato, cucumber and horseradish mayonnaise on rye bread
- » Smashed chickpea, cucumber, tomato, mint, tahini, lemon juice, and rocket wrap
- » Roast pumpkin, rocket, zucchini, tomato pesto and fetta wrap
- » White bean, coriander, corn, capers, spinach and chipotle wrap
- » Smashed avocado, heirloom tomato, buffalo mozzarella, basil and rocket wrap
- » Grilled eggplant, red peppers, spinach, cucumber and tzatziki wrap
- » Brown rice, black beans, tomato, red onion, coriander, capsicum and chilli sauce wrap
- » Carrot, tomato, cucumber, avocado, tasty cheese, coral lettuce and mustard mayonnaise wrap

Something Extra



Menu Code	Item Description	Inclusions	Amount
4B	Sushi Hand Rolls (20 pieces)	Sushi hand rolls with crispy chicken, salmon teriyaki and avocado, bean curd and enoki mushroom, with wasabi mayo and soy (10 pax)	\$125.00
4C	Vietnamese Rice Paper Rolls (20 pieces)	Vietnamese rice paper rolls filled with » Peking duck with hoisin » Prawn and vegetable » Vegetarian with coriander and chilli Served with Nam Prik Sauce (10 pax)	\$125.00
4D	Victorian Cheese Platter	Platter of hand selected Victorian cheeses with quince paste, served with lavoche and water crackers (10 pax)	\$110.00
4E	Fruit Platter (20 pieces)	Platter of local fresh and tropical fruit served with house made vanilla yoghurt	\$62.00
4F	Whole fruit	Seasonal whole fruit	\$2.10/piece
4G	House-made Cookies - 1kg	Selection of freshly baked cookies (28 pieces)	\$48.00
4H	House-made Cookies - 2kg	Selection of freshly baked cookies (56 pieces)	\$83.00
4I	Mixed Nuts	Roasted mixed nuts served in a bowl (1kg)	\$42.00
4J	Hot and Spicy mixed nuts	Hot and spicy mixed nuts served in a bowl (1kg)	\$32.50
4K	Chips	Samboy chips, plain flavour served in a bowl (45g)	\$3.50

Canapés Packages



Menu Code	Item Description	Inclusions	Amount (per person)
5A	1 Hour	Selection of 3 cold and 3 hot canapés from below	\$43
5B	1.5 Hour	Selection of 4 cold and 4 hot canapés from below	\$48
5C	2 Hour	Selection of 4 cold and 5 hot canapés from below	\$52

Cold Canapés:

- » Marinated watermelon with pomegranate, labne, rose and candied pistachio GF V
- » Chicken San Choy Bau rice paper rolls with nam prik sauce
- » Salmon, feta and eggplant terrine on crisp flatbread with sumac marinade
- » Asian roasted chicken hor fun noodle rolls
- » Miniature red onion marmalade tarts with blue cheese, pickled walnut and pear V
- » Assorted vegetarian sushi V
- » Tomato and mozzarella macaroon GF V
- » Freshly shucked clay pipe lagoon oysters with fresh lime and Thai basil dressing GF
- » Port Lincoln Hiroshima kingfish sashimi with ponzu dipping sauce
- » Pulled pork, corn and red capsicum egg roll with chipotle mayo GF

Hot Canapés:

- » Chicken, barberry and cashew nut pastry cigar with apple and vanilla relish
- » Crisp panko crumbed king prawns with lime and chive aioli
- » Garden pea and mint fritters with parmesan mayonnaise and micro basil V
- » Smoked Cone Bay barramundi and fermented cabbage croquettes crumbed with quinoa
- » Miniature Mac 'n' Cheese toasted jaffle with truffle oil V
- » Coconut and lime braised beef pie with spicy nam jim relish
- » Kwan's house-made traditional dumplings – chicken and prawn shai mai, pork and chive gow gee and vegetarian goyoza
- » MCEC signature cheeseburger – cheddar cheese, pickle and our special sauce
- » Organic beef brisket slider with sauerkraut and secret sauce on a brioche bun
- » Traditional vegetable spring rolls with nam prik dressing V
- » Sumac spiced pumpkin and feta pastry cigar with pomegranate yoghurt V

Please note: All canapé packages include MCEC Service Staff. MCEC can offer an extensive menu selection if you wish to cater for more than 50 guests.

Coffee Packages



Menu Code	Item Description	Inclusions	Amount
1A*	70 Cup Nespresso Package	<ul style="list-style-type: none"> » Semi-automatic Nespresso machine » 50 assorted Nespresso coffee pods » 10 tea bags » 10 hot chocolate sachets » 2 litres of milk » Heat barrier cups, sugar and stirrers 	\$195.00 (per event)
1B*	100 Cup Nespresso Package	<ul style="list-style-type: none"> » Semi-automatic Nespresso machine » 70 assorted Nespresso coffee pods » 15 tea bags » 15 hot chocolate sachets » 2 litres of milk » Heat barrier cups, sugar and stirrers 	\$240.00 (per event)
1C	100 cup hot water urn	<ul style="list-style-type: none"> » 80 coffee sachets » 20 English breakfast/herbal tea » 2 litres of milk » Heat barrier cups, sugar and stirrers 	\$220.00 (per event)
1D	36 cup coffee and tea urn	<ul style="list-style-type: none"> » 2 x 12 cup urns of freshly brewed coffee » 1 x 12 cup urn of hot water » 12 x English breakfast/herbal tea bags » 2 litres of milk » Heat barrier cups, sugar and stirrers (please note power is not required) 	\$80.00 (per day)
1E	Nespresso pods	Each	\$3.20
1F	Cups, saucers and teaspoons	Per 10	\$10.00
1G	Coffee sachets	Per 10	\$15.00
1H	Tea bags	Per 10	\$17.50
1I	Premium hot chocolate sachets	Per 10	\$30.00
1J	Milk (full cream or skim milk)	Per 2 litres	\$4.50
1K	Soy milk	Per 2 litres	\$4.00
1L	Disposable black ripple heat barrier cups	Per 50	\$12.00
1M	Ice bucket hire (for milk - holds a maximum 2 x 2 litre bottles)	Each	\$5.00 (per day)

Nespresso Package Considerations



Nespresso machine

- » Fresh milk is stored in a one litre thermal container which remains cold for up to eight hours. Frothing or steaming milk with a simple press of a button takes approximately 20 seconds. It is a requirement by MCEC that milk that has been in the machine canister during the day cannot be stored in a fridge overnight and reused the next day. Please make allowances to order fresh milk for each day of your event, to be delivered at the same time you require your machine to be set up
- » If the machine is positioned in a locked area of your stand, please indicate a time when your stand will be manned to provide access for an MCEC staff member.
- » The semi-automatic pod insertion and ejection assists with the cleanliness and daily maintenance of the machine. With the double head extraction system it can prepare two coffees simultaneously. It also includes a hot water dispenser and contains removable water tanks (2 x 3 litres each).
- » Bookings for Nespresso machines are subject to availability.
- » 10 amp power supply is required for the machine and is the responsibility of the exhibitor to organise through their stand builder.

Machine information:

- » Nespresso machine weight: 18kg.
- » Dimensions: 560mm wide x 370mm high x 392mm deep

Refrigeration for milk

- » Ice buckets can be hired for \$5.00 per day for any stand that does not have refrigeration.
- » 10 amp power supply is required and is the responsibility of the exhibitor to organise through their stand builder if they wish have a fridge on your stand.

Power Requirements

- » 10 amp power supply is required for the machines for Menu Items 1A, 1B and 1C and is the responsibility of the exhibitor to organise through their stand builder.

MCEC and The Coffee Mob have a variety of Barista Coffee Cart packages available for exhibitors to hire for use within their stand during an event. Choose from either a 3 hour or full day package with a variety of additional options to suit your needs. All of our options are outlined in the **Espresso coffee cart package order form**.



Non-Alcoholic Beverages

Menu Code	Item Description	Size	Amount
7A	6 x still water	600ml	\$18.00
7B	6 x Plain sparkling mineral water	250ml	\$22.80
7C	6 x Sparkling mineral water Please select one option: » Grapefruit » Blood orange » Cranberry » Ginger beer » Assorted	250ml	\$22.80
7D	6 x soft drinks Please select one option: » Coca-Cola » Coke Zero » Lift » Fanta » Sprite » Assorted	390ml	\$22.80
7E	6 x fruit juices Please select one option: » Orange » Apple » Apple, peach, mango & kiwifruit » Apple, banana, lychee & mango » Apple, beetroot & orange » Carrot, apple & ginger » Assorted	260ml	\$24.00
7F	Infused water Please select one option: » Mint and strawberry » Lemon, lime & orange <i>Includes dispenser and cups</i>	15 litres	\$15.00
7G	Iced Tea Please select one option: » Fruitilicious with Turkish apple » Lemongrass, ginger, apple & cinnamon » Pumping Pomegranate with cherry <i>Includes dispenser and cups</i>	15 litres	\$150.00

Water Cooler Units

Menu Code	Item Description	Size	Amount
9A	Water cooler unit	Per unit, per event	\$100.00
9B	Water cooler bottle	15 litres	\$20.00
9C	Packet of water cooler cups	100 cups	\$7.50



Alcoholic Beverages

Additional

The following packages require MCEC Staff members to service them. Please refer to the Staff Hire table below for applicable rates. A minimum of 4 consecutive hours per staff member, per day is required.

Monday to Friday
\$40.00 per hour

Saturday
\$45.00 per hour

Sunday/Public Holidays
\$53.00 per hour

Menu Code	Item Description	Size	Amount
8A	6 x Crown Lager	375ml	\$48.00
8B	6 x Collingwood Draught	330ml	\$48.00
8C	6 x Mountain Goat Steam Ale	330ml	\$48.00
8D	6 x Southern Bay Premium Lager	330ml	\$48.00
8E	6 x Boag's Premium Light	375ml	\$45.00
8F	1 x Sparkling Wine	750ml	\$42.00
8G	1 x Premium Sparkling	750ml	\$65.00
8H	1 x bottle of white wine » Chardonnay » Sauvignon Blanc » Riesling » Pinot Grigio	750ml	\$40.00
8I	1 x bottle of red wine » Shiraz » Cabernet Sauvignon » Pinot Noir	750ml	\$40.00
8J	1 x Premium Red/White Wine	750ml	\$60.00

Please note

- » MCEC offers a range of beverage products for your stand. Under the Victoria State Legislation, service of alcohol requires staff with a current Victorian Responsible Service of Alcohol (RSA) Certification. The number of staff required will be determined by the size of your order.
- » Service of alcohol must cease 30 minutes before the bump out of an event.



Cocktail Party Beverages (On Consumption - Minimum 20 People)

Menu Code	Item Description	Inclusions	Minimum spend per person
6A	1 Hour Beverages on Consumption	One variety of sparkling, white and red wine; standard and light strength beers; soft drinks; and fruit juices	\$18.00
6B	2 Hour Beverages on Consumption	One variety of sparkling, white and red wine; standard and light strength beers; soft drinks; and fruit juices	\$24.00
6C	3 Hour Beverages on Consumption	One variety of sparkling, white and red wine; standard and light strength beers; soft drinks; and fruit juices	\$30.00

Additional Beverage Equipment

Menu Code	Item Description	Size	Amount
10A	Packet of clear plastic cups (425ml)	50 cups	\$9.00
10B	Highball glass hire	Each	\$1.10
10C	Beer glass hire	Each	\$1.10
10D	Champagne flute hire	Each	\$1.10
10E	Wine glass hire	Each	\$1.10
10F	Bag of ice	1 bag	\$5.50
10G	Punch bowl (Holds a maximum of 24 bottles of soft drink/juice)	Each	\$10.00
10H	Bottle opener - non return charge	Each	\$5.00

Please note

» The above minimum spend per person will be charged pre-event and is inclusive of Staff Hire. Beverages will be charged on site on a consumption basis and if the minimum spend is exceeded any additional will be charged post event.



Personalise your Stand

Create a themed environment for your guests and entice them with interactive displays. The below packages outline our available on-stand incentive opportunities to impress your guests.

Additional

The following packages require MCEC Staff members to service them. Please refer to the Staff Hire table below for applicable rates. A minimum of 4 consecutive hours per staff member, per day is required.

Monday to Friday
\$40.00 per hour

Saturday
\$45.00 per hour

Sunday/Public Holidays
\$53.00 per hour

Ice cream and sorbet cart

MCEC's award-winning ice creams and sorbets are made in-house and are always a hit with guests. Flavours are seasonal; however specific flavours may be available upon request (subject to availability).

Menu code: 11A

Item description: Ice cream and sorbet cart with assorted flavours of your choice.

Inclusions

- » Cart hire
- » 180 portions; Three ice cream/sorbet tubs (five litres each, serving approximately 60 people)
- » Serving napkins
- » Choice of:
 - 180 waffle cones
 - 180 MCEC branded cups with spoons
 - Combination of both

Price: \$450.00 per day

ADDITIONS

Menu code: 11B

Item description: Additional tub of ice cream/sorbet

Price: \$100.00 for each additional tub of ice cream/sorbet (freezer holds a maximum of six tubs at one time)

Branding opportunities

- » Branding of the freezer front panel is permitted
 - Dimensions: 460mm high x 1140mm wide
 - Height from underneath badge is 420mm
- » To adhere the branding panel please use a non-marking, easily removable adhesive (for example, blu tack or double sided tape)
- » A decal can also be used, however charges may apply for any damage or should there be additional cleaning required once the decal is removed.

Considerations

- » The exhibitor is responsible for organising power connection at their stand for the ice cream and sorbet freezer - 10 amp power is required.
- » Cart dimensions: 1240mm wide x 1250mm high x 724mm deep

To comply with MCEC health and safety standards, an MCEC employee is required to scoop and serve the ice cream/sorbet. Exhibitors are unable to provide their own staff. This charge is in addition to the package price.



Personalise your Stand

Create a themed environment for your guests and entice them with interactive displays. The below packages outline our available on-stand incentive opportunities to impress your guests.

Additional

The following packages require MCEC Staff members to service them. Please refer to the Staff Hire table below for applicable rates. A minimum of 4 consecutive hours per staff member, per day is required.

Monday to Friday
\$40.00 per hour

Saturday
\$45.00 per hour

Sunday/Public Holidays
\$53.00 per hour

Juice Cart

Fresh and healthy, MCEC's juice machine offers your guests a range of delicious juice combinations.

Menu code: 12A

Item description: Choose from our range of juices freshly squeezed on your stand.

Inclusions

- » Juice machine hire
- » 100 portions of juice (175ml/6floc cup size)
- » Select two flavours from the following:
 - Orange, carrot and ginger
 - Apple, orange and celery
 - Watermelon, apple and mint
 - Pineapple, lime and honeydew
- » Serving napkins
- » Cups
- » Straws
- » Cart - option 1200mm or 1500mm (please specify on the order form)

Price: \$240.00 per day

ADDITIONS

Menu code: 12B

Item description: 50 additional portions (175ml/6floc cup size)

Price: \$150.00 per 50 portion

Branding opportunities

- » Branded juice cups are permitted - the size of the cup required is 175ml.
- » Juice machine branding is permitted on the front panel only. Branding must be produced as corflute signage, as decal branding is unable to be adhered to the surface.
 - 1500ml Juice Machine dimensions: 1500mm wide x 1050mm high (corflute width 3mm)
 - 1200ml Juice Machine dimensions: 1200mm wide x 1050mm high (corflute width 3mm)

Considerations

- » The exhibitor is responsible for organising power connection at their stand for the juice machine - 10 amp power is required.
- » Juice cart and machine dimensions:
 - 1500 Juice Cart - 1500mm wide x 1150mm high x 900mm deep
 - 1200 Juice Cart - 1200mm wide x 1150mm high x 900mm deep
 - Juice machine - 500mm wide x 520mm high

To comply with MCEC health and safety standards, an MCEC employee is required to prepare and serve the juice. Exhibitors are unable to provide their own staff. This charge is in addition to the package cost.

Personalise your Stand

Create a themed environment for your guests and entice them with interactive displays. The below packages outline our available on-stand incentive opportunities to impress your guests.

Additional

The following packages require MCEC Staff members to service them. Please refer to the Staff Hire table below for applicable rates. A minimum of 4 consecutive hours per staff member, per day is required.

Monday to Friday
\$40.00 per hour

Saturday
\$45.00 per hour

Sunday/Public Holidays
\$53.00 per hour



Popcorn Machine

Nothing beats the smell of fresh popcorn to draw in a crowd.

Menu code: 13A

Item description: Live popcorn machine serving freshly popped corn

Inclusions

- » Popcorn machine hire
- » 2kg of corn kernels (serves 100 portions)
- » 100 x small serving boxes
- » Canola oil
- » Salt shaker
- » Serving scoop

Price: \$150.00 per day

ADDITIONS

Menu code: 13B

Item description: \$100.00 for 2kg of extra corn kernels and an additional 100 serving boxes

Menu code: 13C

Item description: \$70.00 for 1kg of extra corn kernels and an additional 50 serving boxes.

Considerations

- » The exhibitor is responsible for organising power connection at their stand for the popcorn machine -10 amp power is required.
- » The exhibitor is responsible for organising their own bench for the Popcorn machine to be placed on.
- » Popcorn machine dimensions: 745mm high x 895mm wide x 415mm deep

To comply with MCEC health and safety standards, an MCEC employee is required to prepare and serve the popcorn. Exhibitors are unable to provide their own staff. This charge is in addition to the package cost.

Terms and Conditions

TERMS AND CONDITIONS

Please note the following in relation to stand catering

- » Before placing an order with Exhibitor Services please ensure you are compliant with any on stand show requirements as dictated by the event organiser. Please liaise with the organiser directly should you have any questions.
- » Cancellations to service requests must be submitted in writing to exservices@mcec.com.au 72 hours prior to the event commencing. Failure to submit a request to cancel or for any cancellations received after the cut off period will result in full fees being charged.
- » All bookings are subject to availability.
- » Melbourne Convention and Exhibition Centre (MCEC) have the sole catering rights for all food and beverage products. Exhibitors are not permitted to bring food and beverage into MCEC from outside sources. Exceptions only apply in circumstances related to food and/or beverage tastings. To submit a request for approval of any sampling please complete the **Food and Beverage Sampling Form**
- » Extra cleaning charges incurred through spillage or the removal of food or wet waste will be the responsibility of the exhibitor.
- » All stand catering is delivered and dropped off to your stand on catering trolleys and is self-serviced. All trolleys are for delivery drop offs only and are not left on stands. It is the responsibility of the exhibitor to have appropriate bench space for all their stand catering orders.
- » MCEC does not supply furniture or stand equipment to stands. Items such as refrigeration and waste disposal must be arranged by the exhibitor. Please contact your stand builder or external exhibition Hire Company if these items are required.
- » All catering activities must take place within your stand footprint and cannot spill into surrounding areas
- » It is the responsibility of the exhibitor to ensure all non-disposable equipment is accounted for upon equipment collection from stands. The cost of any lost equipment will be on charged to the exhibitor.
- » An authorised signatory **MUST** be present at the stand at all delivery times stated on the stand catering order form. They will be responsible for accepting any deliveries to the stand, as well as the authorisation of any changes to orders made during the event.
- » Unless otherwise specified there is a minimum order of 10 people per menu and orders placed for more than this number must be increased by increments of 10 people. For example, Menu 2 could be ordered for 20 people, but not for 15.
- » There is a maximum 50 people for all of our packages. Should your requirements exceed this please contact the Exhibitor Services Team for a custom offering on +613 9235 8110.

Stand Catering and Beverage Order Form

Please complete and return this form no later than 7 business days prior to your event to exservices@mcec.com.au. Any request received after this due date will be assessed on an individual basis as we may not be able to guarantee delivery of good and services after this deadline has passed.

Once your order has been received and processed, you will be sent a tax invoice confirming your order details. **No services will be provided until payment is received.** All service charges are current and subject to change without notice.

EVENT DETAILS

Event name:	
Event dates:	
Stand name:	Stand number:

CONTACT DETAILS

Contact name:			
Position:			
Company:		ABN / ACN:	
Address:			
	Suburb:	Postcode:	State:
Telephone:		Mobile:	
Email (required for payment):			

BILL TO DETAILS (if different to above)

Contact name:			
Position:			
Company:		ABN / ACN:	
Address:			
	Suburb:	Postcode:	State:
Telephone:		Mobile:	
Email (required for payment):			

Staff Hire

If you require staff hire there is a minimum four consecutive hour shift, and a minimum 48 hours' notice is required.

	Date	Start Time	Finish Time	Staff Quantity	Total Hours	Hourly Rate	Amount
Monday						\$40.00	\$
Tuesday						\$40.00	\$
Wednesday						\$40.00	\$
Thursday						\$40.00	\$
Friday						\$40.00	\$
Saturday						\$45.00	\$
Sunday						\$53.00	\$
Public Holidays						\$53.00	\$
Total							\$

Staff hire is required for any alcoholic beverage order, ice cream cart, juice cart and popcorn machine. Please discuss your requirements with one of MCEC Exhibitor Services Team Member to determine your staffing needs. The Exhibitor Services Team can be contacted on +613 9235 8110.

I have read and understand the terms and conditions outlined within this guide.

Name: _____

Signature: _____

Date: _____

Information Privacy Act 2000

Information collected on this form will only be used for the completion of this enquiry.

The Melbourne Convention and Exhibition Trust (MCET) Privacy Policy is available from our web site www.mcec.com.au, Reception or Customer Service.

Advised of MCET Privacy Policy: Yes No

I hereby give my consent to use and disclose information on this form in accordance with the advised Use and Disclosure Statement. I have been advised of the MCET Privacy Policy and how to obtain a copy of the policy.

Signature: _____

Date: _____