

Loading dock delivery label for Melbourne Convention Centre (MCC)

This label must be attached to every item delivered to the loading dock.

Entry to the Convention Centre loading dock is via Normanby Road, South Wharf. For further information, please contact our Logistics team on 03 9235 8386.

Melbourne Convention and Exhibition Centre staff will only sign for deliveries between 8am–4pm, Monday to Friday. We will not accept responsibility for items left at the loading dock outside of these times.

Contact information

Contact name
(Person responsible
for delivery)

Contact phone number
(Person responsible
for delivery)

Event information

Event name

Event number

Event dates

Room/area
for delivery

Stand information

Stand name

Stand number

Items

Item number

Total number
of items

General information

The dock is managed and controlled by MCEC's Logistics team and is located on the lower ground level of the Convention Centre.

- Total size of 2,000sqm.
- Clear working height of 4.4m.
- Fully weather protected.
- Three dock levellers allow vehicles to load and unload at floor level.
- A 30 minute parking limit applies for drop-off /pick-up of goods during the move in/move out process. Vehicles are not permitted to park on the loading dock at any other time.
- Children under 15 and animals are not permitted during move in and move out.
- Vehicles and contents are the responsibility of the owner while on the loading dock.

Truck and vehicle lifts

There is one truck lift at the Convention Centre with access via the loading dock. The lift allows for large deliveries and equipment to be transported directly to all levels. The truck lift is large enough for a vehicle to fit inside. The maximum weight load for the truck lift is 13.9 tonne.

A vehicle lift is located behind Melbourne Room 1 with access via Rona Walk. Large deliveries and equipment can be brought directly to Levels 1 and 2. The maximum weight is 10 tonne.

Lift	Length	Width	Height
Truck lift	9.5m	3.5m	4m
Vehicle lift	8.1m	3m	3m
Eureka lift	3.5m	1.6m	2.4m

