

Administration Loading Dock is open 7am to 5pm Monday to Friday. If the loading dock is unattended, please call Security on 0406 382 414.

Delivery Details

Perth Convention and Exhibition Centre
Administration Loading Dock
 21 Mounts Bay Road
 PERTH WA 6000

Sender Details

Company name:

Company address:

Contact person:

Contact number:

Function Details

Event name:

Event date:

Event location:

Event Organiser:

Event Organiser number:

PCEC Event Manager:



PCEC Event Manager must be informed of delivery of goods or acceptance cannot be guaranteed.

Deliveries can only be accepted two business days prior to the event commencement date.

You will be required to complete the **PCEC Contractor Induction** should you be collecting deliveries from the event space via back of house areas. Spot checks will be conducted onsite.

Please note the below:

- There is **NO FORKLIFTING** outside of operational hours
- Please ensure you are in **HIGH-VISIBILITY CLOTHING AND ENCLOSED SHOES**
- There is **NO PARKING** available on the loading dock
- PCEC employees **WILL NOT SIGN** for any deliveries, please arrange authority to leave without a signature

Left over items not collected within two business day of the event will be disposed of.

Clients, Agents and Exhibitors shall indemnify and hold harmless PCEC and its agents from any and all liability connected with deliveries.

ITEM

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