



**PLEASE NOTE FORMS MUST BE RETURNED NO LESS THAN 20 BUSINESS DAYS PRIOR TO THE EVENT**

**CONTACT DETAILS**

*\*MANDATORY FIELD – Please note that forms submitted without the mandatory fields completed will **not** be processed*

*First name:	<input type="text"/>	*Surname:	<input type="text"/>
*Stand name:	<input type="text"/>	*Stand no:	<input type="text"/>
*Company address:	<input type="text"/>	Suburb:	<input type="text"/> Postcode: <input type="text"/>
Phone:	<input type="text"/>	Email:	<input type="text"/>
*Name of event:	<input type="text"/>	Event dates:	<input type="text"/>

Helium balloons and inflatable devices are only permitted as **fixed features** of a stand or exhibit. Only air filled balloons are permitted as giveaways during an event.

Exhibitors must obtain written approval from PCEC for the use of air or helium balloons and inflatable devices 20 Business Days before the event commences. ([pg. 41 Event Manual](#)). Gas bottles are not permitted on the show floor overnight. They must be removed from the show floor, at the end of each evening.

Please note that you will be charged for the following:

- Removal of balloons left in PCEC
- Fire brigade call outs for false alarms caused by balloons and/or other exhibition related items tripping PCEC's alarm system.

**Is the application for:**

Balloons	<input type="checkbox"/>
Inflatable Devices	<input type="checkbox"/>
Both	<input type="checkbox"/>

**Are the devices:**

Air Inflated	<input type="checkbox"/>
Helium Inflated	<input type="checkbox"/>
Both	<input type="checkbox"/>

**Description of balloons to be used (including approx. sizes, quantity and information on tethering):**

**Description of inflatable devices (including approx. Sizes, quantity and information on tethering):**

I hereby agree that if the Perth Convention and Exhibition Centre grant permission, I will indemnify and hold harmless the Perth Convention and Exhibition Centre against any liability, loss, claim or expense arising in connection with any activities or work carried out by or on behalf of  **[insert name of company]**, including any activities or work authorised by Perth Convention and Exhibition Centre. I agree that both my representatives and I will abide by the terms and conditions of Perth Convention and Exhibition Centre and any instruction issued by its officers or employees. I also agree to pay for any damages or charges that may subsequently arise from this permission being granted.

Name of Authorised Company Officer:	<input type="text"/>	Date	<input type="text"/>
Signature of Authorised Company Officer:	<input type="text"/>		
Name of Authorised Company Officer:	<input type="text"/>	Date	<input type="text"/>
Signature of Authorised Company Officer:	<input type="text"/>		



**VENUE USE ONLY**

**VENUE APPROVAL**

Authorised by  Date

Signed

**VENUE VALIDATION**

Authorised by  Date

Signed

Please return this form along with the Payment Form to [exhibitor@pcec.com.au](mailto:exhibitor@pcec.com.au)