



Barista Coffee Cart Packages

These packages are suitable for barista service within the event space or on an exhibition stand, and come with either 1 barista or 2 baristas, depending on speed of service requirements and guest numbers. The package price includes set-up and all consumption, there are no additional charges for beverages.

Packages can be extended from the initial 3 hour engagement in half hour (consecutive) increments.

Package Inclusions

- Espresso Coffee Machine and Grinder
- Cart and Equipment
- Full Espresso coffee range
- Chai, Hot Chocolate
- Disposable, Plastic Free Cups and Lids²
- Black and Herbal Teas
- HiLo Milk, Almond Milk, Oat Milk
- Decaffeinated Coffee, Sugar and Sweetener

Package 1 – Cart with 1 Barista

Guest Quantities	Recommended up to 100 guests. For catered events this package is limited to events with 200 guests or less due to the speed of service. This package is suitable for on-stand exhibition barista requirements.			
Speed of Service	Up to 40 beverages per hour			
Minimum Charge First 3-Hours, per day	Business Day	Saturday	Sunday	Public Holiday
	\$1,350	\$1,470	\$1,590	\$1,980
Additional Hours⁵	Business Day	Saturday	Sunday	Public Holiday
	\$225	\$265	\$305	\$435

Package 2 – Cart with 2 Barista

Guest Quantities	Recommended up to 400 guests. This package is suitable for on-stand exhibition barista requirements, particularly high volume requirements.			
Speed of Service	Up to 100 beverages per hour			
Minimum Charge First 3-Hours, per day	Business Day	Saturday	Sunday	Public Holiday
	\$1,960	\$2,170	\$2,410	\$3,100
Additional Hours⁵	Business Day	Saturday	Sunday	Public Holiday
	\$395	\$465	\$545	\$775



Please complete and return this form no later than 14 days prior to the commencement of the event. Please note a 20% surcharge will apply for forms returned less than 5 business days prior to the commencement date. Orders will not be processed unless this form is returned with the Payment Form. Forms submitted without mandatory fields (*) completed will not be processed.

Please return completed forms to:

PCEC Exhibitor Services

Email: exhibitor@pcec.com.au

Contact Details

*First Name:		*Surname:	
*Stand Name:		*Stand Number:	
*Company Address:		Suburb/Postcode:	
*Phone:		*Email Address:	
*Event Name:		*Event Dates:	

Package Options (Please complete)

Date	Package Option	Start Time	Finish Time ⁵

Additional Options (Please select)

<input type="checkbox"/>	Providing own branded cart signage (refer to note 1)
<input type="checkbox"/>	Providing own branded coffee cups and lids (refer to note 2)
<input type="checkbox"/>	Providing own bench (refer to note 3, 4)

Booking Authorisation

I, _____ agree that the order is true and correct. I have read and understood all the conditions of this form in relation to the services being ordered, and acknowledge the minimum requirements and important notes on the following page.

I agree that the requested services may not be supplied if the requirements outlined within this form have not been met.

Signed:

Date:



Minimum Requirements

To facilitate the setup and operation of a barista cart, the following are the minimum mandatory requirements for operation:

- Set-up location must be within 3-metres of a 32amp power source (discuss with Exhibitor Services if you are unsure of power locations)
- A minimum footprint of 2400mm wide by 1800mm deep is required, inclusive of work area. This is to house the cart itself, a milk fridge, hand wash basin, and allow space for the baristas to work. Consideration should be given to guest space in front of the cart to allow queuing and efficient movement of guests. Bins will be placed next to the coffee cart location.

Important Notes

¹ Sponsored Signage

Sponsored Signage can be placed on the front of the cart, 1900mm wide by 750mm high (landscape format). No industrial adhesives may be used.

² Branded Coffee Cups

We welcome the use of branded coffee cups should you wish to provide your own, however they must comply with the WA Plastics Ban. Western Australia has strict laws on the use of disposable plastic items, including coffee cups and lids.

- PCEC must receive evidence that branded cups meet the [Australian Standard](#) for industrial composting (AS 4736:2006) or home composting (AS 5810:2010). This includes the lining and the printing/labelling. Further information can be found at www.plasticsbanwa.com.au/items.
- Lids that fit the cups, are made of paperboard or plant fibre without any lining, have a maximum capacity of 8 fluid ounces (8oz) or 240ml and be of 'Double Wall' or DW construction.
- If cups arrive that do not meet the above requirements they will not be permitted to be used. PCEC will provide compliant cups and lids for no additional charge, if we have sufficient stock available.
- Stickers are not permitted to be placed on cups.

³ Exhibitors Own Bench

PCEC has one espresso machine that can be placed on an client supplied bench. The following requirements apply if you are providing your own bench:

- Height of bench surface must be between 900-950mm from the floor
- Length of bench must be a minimum 1500mm
- Depth of bench must be a minimum 800mm
- Bench must be able to support an espresso machine and grinder (approx. 80kg)
- 1 x 100mm bench top hole for power
- 1 x 100mm bench top hole for water and wastage above the centre of the water and wastage compartment
- Storage directly beneath the espresso machine for 2 x 25Lt Drums (1 for fresh water, 1 for waste water)
- A separate storage compartment for a power distribution box (must be physically separated from water compartments)
- The main footprint of the area must still meet that of a regular coffee cart requirements to allow for milk fridge, handwash basin, condiments and bins. Our minimum footprint is 2400mm wide by 1800mm deep

The design, dimensions and serviceability of custom-built coffee stands must be approved by PCEC.

⁴ Exhibitors and Custom-Built Stands

Flooring in exhibition stands can create issues for accessing power. Please advise Exhibitor Services if flooring is being installed. Please ensure the contractor building your stand is aware of the power requirements, the location of the coffee machine and the location of the power source. The Exhibitor is responsible for providing accessible power source within 2-metres of the coffee carts location

⁵ Staff Breaks

All services booked for longer than a 5-hour duration will require staff to take breaks. This will not impact the delivery of barista services and will occur outside of peak demand periods, or staff will be substituted with another team member for the break period