



DELIVER TO	<p style="text-align: center;">Brisbane Convention & Exhibition Centre</p> <p style="text-align: center;">Cnr Merivale and Glenelg Streets, South Bank,</p> <p style="text-align: center;">Brisbane, QLD</p> <p style="text-align: center;">Loading Dock -- Enter via Glenelg Street</p> <p style="text-align: center;"><i>(Strictly 9am - 4pm Thursday 31 October 2024)</i></p>
CONTACT FOR DELIVERIES/COLLECTIONS:	
Mathew Botten(Organiser) 0455 038 737	
CONTACT NAME: <i>(Person Responsible for Collection)</i>	
CONTACT PHONE NUMBER: <i>(Person Responsible for Collection)</i>	
EVENT NAME: 2024 Brisbane Disability/WorkAbility Expo	
EVENT DATES: Thursday 31 October 2024 - Saturday 2 November 2024	
BOOTH NAME & NUMBER:	
BOOTH CONTACT NAME:	
BOOTH CONTACT NUMBER:	
ROOM / AREA FOR DELIVERY: Hall 4	
TOTAL NUMBER OF ITEMS:	
ITEM NUMBER:	

Please note: Venue Loading Considerations emailed out to all Exhibitors below:

Vehicles and contents are the responsibility of the owner while on the loading dock. The loading or unloading of equipment is only permitted within the boundaries of the designated loading area as loading within the common areas of the building may impede or cause risk to others sharing the space.



Transferring Loads

- Flat-bed trolleys, scissor lifts, pallet jacks and boom lifts may be used – these should be provided by your freight forwarding contractor.
- Pallet jacks must have urethane rubber wheels.
- Flooring protection materials must be laid on all carpeted areas to cover the entire track that will be taken by moving equipment
- Movement of materials through the concourse must be handheld only and must also be registered in the move-in and move-out form.

Exhibitors must ensure transportation has been arranged for their goods with the appropriate consignment notes completed and attached