

**DELIVERY ADDRESS:**

BRISBANE CONVENTION & EXHIBITION CENTRE  
KITCHEN LOADING DOCK via GLENELG STREET  
SOUTH BRISBANE QLD 4101



Please complete the below label and attach to your freight for delivery to BCEC.

|  |   |                       |              |
|--|---|-----------------------|--------------|
| <b>CLIENT FREIGHT</b>  |   | <b>Delivery Date:</b> |              |
| Event Name:  | GRX25   |                       |              |
| Event #:   | 75910   |                       |              |
| Event Date:  | 20/05/25 - 22/05/25   |                       |              |
| Space:   | Great Hall  |                       |              |
| Client / Event<br>Organiser Name:  | Philip Eggeling   | Phone:                | 02-9556-7987 |
| Sender Name:   |   | Phone:                |              |
| Contents:  |   |                       |              |
| LIMITATIONS  | BCEC will not accept Stand / Exhibitor Freight in the following spaces, but not limited to: <ul style="list-style-type: none"><li>• Great Hall</li><li>• Exhibition Hall 1 – 4</li></ul> Exceptions may be applied for other spaces depending on event size, etc. | Stand #               |              |
|  |   | Stand Contact:        |              |
|  |   | Phone:                |              |
| NO GOODS WILL BE ACCEPTED MORE THAN 2 WORKING DAYS PRIOR TO EVENT DATE. ALL GOODS TO BE DELIVERED BETWEEN 7:30 AM & 4:00 PM WEEKDAYS |   |                       |              |

By signing for this consignment BCEC will not take any responsibility for the condition of the consignment or quantity delivered. All responsibility remains with the sender.  
If delivery details are not completed correctly and in full your consignment may be turned away.

| <b>CLIENT FREIGHT - Client Freight is accepted, stored and charged in its entirety, per event, as below.</b>  |  |  |
|---|--|--|
| <u>1 CUBIC METRE</u> <ul style="list-style-type: none"> <li>Free of Charge (FOC) service c/o BCEC.</li> <li>We will move this from the dock to your event space or to storage.</li> </ul>   | <u>2 TO 6 CUBIC METRES</u> <ul style="list-style-type: none"> <li>Charges plus GST per cubic metre are applicable.</li> <li>This cost covers receiving, storage and dispatch.</li> </ul>   | <u>IN EXCESS OF 6 CUBIC METRES</u><br><b>This will require the engagement of a Freight Forwarding Company.</b><br>Please speak to your Event Planning Manager.   |
| <b>LIMITATIONS</b>  |  |  |
| BCEC will not accept Client Freight in the following spaces, but not limited to: <ul style="list-style-type: none"> <li><b>Exhibition Hall 1 – 4</b></li> </ul> Exceptions may be applied for other spaces depending on event size, etc.  | <u>SPECIALISED FREIGHT</u><br>Furniture, items that require packaging, oversized pallets, large crates, custom stands, shell schemes, and themist items must be delivered and collected on the days of the event move-in & move-out. | <u>SENSITIVE FREIGHT</u><br><b>Medical equipment and some electronic goods</b> delivered & collected by Specialised “Site-to-Site” transport companies must also be delivered & collected on the move-in and move-out days of the event.   |
| <b>ACCEPTABLE FREIGHT</b>   | <b>FREIGHT FORWARDING COMPANIES</b>  | <b>CONSIDERATIONS</b>  |
| BCEC will accept predelivery of the following items: <ul style="list-style-type: none"> <li>Cartons (maximum weight 20kg)</li> <li>Banner bags</li> <li>Display cases</li> <li>Plastic tubs</li> <li>Pallets and rigging banners</li> </ul> Please note these items must be labelled as per freight label.  | GEL Events – 1300 013 533<br>AVN Event Logistics – 0466 874 605<br>Expo Freight Australia – 0428 685 603<br>COPE Sensitive Freight – 07 3441 4100  | <ul style="list-style-type: none"> <li>Freight/Courier Companies must ensure self-sufficiency with the unloading/loading from the truck. We recommend a tailgate truck in for this provision that will ensure goods are unloaded without a hold-up of requiring a forklift operator.</li> <li>The maximum weight of an item BCEC can handle is 200kg.</li> </ul> |
| <b>TERMS AND CONDITIONS</b>   |  |  |
| <ol style="list-style-type: none"> <li>The Client approves and agrees to associated charges incurred by the use and provision of this Client Freight Label.</li> <li>BCEC reserves the right to reject any freight where the client freight label has not been used or applied.</li> <li>BCEC will accept Client Freight no more than two working days prior to the event.</li> <li>Deliveries outside of our standard operating hours will only be permitted by prior arrangement and agreement with BCEC.</li> <li>Unscheduled or unknown deliveries will be rejected and requested to be redelivered during operating hours or a time agreed to between both parties with sufficient information.</li> <li>Any freight not collected or labelled at the conclusion of event tenancy will be considered ‘uncollected goods / abandoned freight’, unless pre-approved by BCEC. This will be charged daily per cubic metre plus GST to handle and store for a maximum of 2 business days, after which BCEC reserves the right to disposal.</li> </ol> |  |  |