

# DELIVERY LABEL

**DELIVER TO:**

**Gold Coast Convention & Exhibition Centre**

Corner T E Peters Drive & Gold Coast Highway BROADBEACH QLD 4218

**EVENT NAME:**

**EXHIBITOR STAND NAME:**

**STAND #:**

**EXHIBITOR CONTACT NAME:**

**MOBILE #:**

**SACHEL PACKING MATERIAL:**

YES

NO

**FOR ORGANISER**

YES

NO

**SPECIAL INSTRUCTIONS:**

Item \_\_\_\_\_ of \_\_\_\_\_

**DELIVER ON:**

## Safe Delivery, Storage and Return of your Items.

The above delivery label needs to be completed accurately in order to ensure the arrival and correct allocation of your goods.

Loading Dock hours are from 07:30 – 16:00 Monday to Friday

Please Note: Goods will not be accepted more than 24 hours before your event.

If you intend to dispatch your goods via a courier from the GCCEC after the event, it is important for you to:

- Bring a consignment note with you (note that TNT customers need a consignment note for every 8 items)
- Make sure the consignment note is completed correctly
- Ensure that every package has a label with your return address and the number of items on it (eg. package 3 of 5)
- Remove all obsolete labels from packages

Please keep your copy of the consignment note for your future reference and the tracking of goods through

your courier company. Goods are to be collected within 24 hours after the conclusion of the event.

Please note: Storage charges will apply for goods not collected after this time.

Storage	\$25 Half day
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The GCCEC reserves the right to dispose of any remaining goods one (1) week after the conclusion of the event.

**PLEASE NOTE: All goods / property brought into the GCCEC or onto the GCCEC land by an exhibitor is done so at the sole risk of the exhibitor. The GCCEC is not responsible for any damage to or theft from the event.**