gold coast | convention and exhibition centre

EXHIBITOR SERVICES ORDER FORM

All orders with payment must be received fourteen (14) days prior to the event.

Please return completed form to:

Events Department
Fax: 07 5504 4001

Enquiries
Phone: 07 5504 4032 or
07 5504 4026

Gold Coast Convention & Exhibition Centre
PO Box 1407
Broadbeach QLD 4218

Cnr Gold Coast Highway & TE Peters Drive
Broadbeach QLD 4218

Please ensure all payment details are complete

CONTACT & EVENT DETAILS (please complete all details clearly)

Event Name _____

Event Dates _____

Company Name _____

Stand No # _____

Contact Name _____

Postal Address _____

_____ Postcode _____

Mobile _____ Fax _____

Email address _____

PAYMENT DETAILS

I hereby authorise the Gold Coast Convention & Exhibition Centre to process authorised charges to the following credit card:

☐ Bankcard ☐ Visa ☐ Mastercard

☐ AMEX ☐ Diners Club ☐ Cheque

Total $ _____

Credit Card Number

☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

Credit Card Expiry Date _____

Card Holders Name _____

Signature _____

Please note credit card transactions will incur a transaction fee
Visa, MasterCard, Bankcard 1.2%
American Express 2.8%
Diners 4.1%

CATERING

Catering and beverage options include (but not limited to):

- Espresso machine
- Fruit (sliced or whole)
- Biscuits / muffins
- Spring water cooler tower
- Ice creams
- Frozen cocktails
- Alcoholic / non alcoholic beverages

More Catering items are available— please tick the box to receive our Exhibitor Stand Catering Menu — Tick box to receive menu ☐

BANNER RIGGING

Banner & rigging services — Tick box to receive a form ☐

PLUMBING - WATER & WASTE

Additional plumbing services available — Tick box to receive a form ☐

STAND CLEANING — Total $

Overnight stand clean (includes vacuum, dust and mop) $4.00 per sqm — _____sq m — Dates: _____ _____ — _____

Additional cleaning services available — Tick box to receive a form ☐

INTERNET/DATA CONNECTION — QTY — Total $

Internet and communication services include:

Telephone, Fax or Data Lines

Dedicated PSTN Line (EFTPOS)

Centre Broadband Connections with cable

* WiFi is available via credit card upon arrival. Plans start from $10 . For more information visit http:// public.gccec.com.au

Tick box to receive a form ☐

LIFTING EQUIPMENT HIRE — Total $

		Date & Time required	
Forklift & Licensed Driver	$55 p/hour	_____	_____
Scissor Lift	$75 p/hour	_____	_____
Boom Lifter	$75 p/hour	_____	_____

Additional services available — Tick box to receive a form ☐

AUDIO VISUAL — Total $

Visual systems - Plasma Monitor
- Video Monitor
- Data Projectors

+ other AV equipment eg DVD players

Additional services available — Tick box to have quote arranged ☐

COFFEE SHOP ACCOUNT

Coffee Shop Account — Please tick box to have a coffee shop account arranged ☐

SAFETY VESTS — Total $

Safety Vests $10.00 each — Qty _____ — _____