

ONSITE LIFTING AND STORAGE HIRE ORDER FORM (CONTRACTOR/EXHIBITOR)

Please complete this form and return it to safetyandlogistics@gccec.com.au no later than **twenty-one (21) days** prior to your event. Requests presented after this point may incur a late fee.

EVENT DETAILS

Event Name			
Stand Name		Stand Number	
Contact on the Day		Mobile	

INVOICING DETAILS

Company Name		ABN / ACN	
Address			
Suburb		Post Code	
Name on Invoice		Contact Number	
Email			

FORKLIFT HIRE

Requirements	Price	Qty	Date	Time	Description of Item/s (Pallets/Crates)
Per Pallet 1.2m x 1.2m x 1.8m (LWH) Monday to Friday 07:30 - 16:00	\$25.00 per pallet	IN			
		OUT			
Hourly Rate Monday to Friday 07:30 - 16:00	\$150.00 per hour	IN			
		OUT			
After Hours Rate (Minimum 2 hours required)	\$330.00 - 2 hours	IN			
		OUT			
Weekend Rate Saturday to Sunday (Minimum 3 hours required)	\$495.00 - 3 hours	IN			
		OUT			
Total:					

STORAGE HIRE

Storage Hire Time Period	Start Date	End Date	Total Number of nights in storage
Dates Required			

Storage Space	Price	Qty of Storage Bays	No. of nights	Total Cost	Description of Item/s (Pallets/Crates)
External Loading Dock Bay 1 Storage Bay = 16 square metres (Minimum order 1 Storage Bay)	\$200.00 per day			\$	

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IMPORTANT STORAGE HIRE INFORMATION

1. All storage space is subject to availability
2. All pallets, crates or other items required for storage will be stored in storage bays on the external loading dock.
3. All external storage is not undercover and is the responsibility of the contractor/external logistics company to tarp and make all stored items weatherproof if required.
4. All freight and stored goods must be removed from GCCEC at the conclusion of the tenancy to avoid additional surcharges.
5. Maximum lift capacity of GCCEC forklifts are 2.3 tonne.

TERMS AND CONDITIONS

1. Important information throughout this form has been read and understood.
2. The wording CUSTOMER can refer to the contractor, the external logistics company or any other person/business requiring this service.
3. Prior to receiving service/s at GCCEC, the customer must be aware of the following:
 - a. Notification of cancellation must be received during standard business operating hours of Monday to Friday 07:30 – 16:00. A one (1) hour or 1 day hire fee will be applicable for cancellations for services scheduled outside of standard business operating hours of Monday to Friday 07:30 – 16:00.
 - b. There are no refunds for orders cancelled on the date of hire, bump-in day, after event opening has commenced or for services rendered prior to the event.
 - c. Any unused service/s will not be refunded.
 - d. Full payment is required at the time of placing the order for service/s rendered.
 - e. GCCEC may refuse hire to the customer where moneys are owing by the customer to GCCEC, whether or not a formal demand for payment of such moneys has been made.

STORAGE HIRE

1. External storage space is a minimum booking of 16m² (16m² = 1 bay)
2. All pallets, crates or other items required for storage will be stored in outside storage bays on the external loading dock.
3. External storage is not undercover and is the responsibility of the contractor/external logistics company to tarp and make all stored items weather proof protective coverings if required.
4. The customer;
 - a. May only store goods in the space allocated by the GCCEC logistics team.
 - b. Is deemed to have knowledge of the goods in the space.
 - c. Warrants that they are the owner of the goods in the space, and/or are entitled at law to deal with them in accordance with all aspects of this agreement.
 - d. Warrants that the goods are not hazardous, dangerous, illegal, stolen, perishable, environmentally harmful or explosive.
5. GCCEC:
 - a. Does not have and will not be deemed to have knowledge of the goods
 - b. Is not a warehouseman of the goods and the customer acknowledges that GCCEC does not take possession of the goods.
6. GCCEC will not be liable for any loss or damage suffered by the customer company resulting from an inability to access the facility or the space, regardless of the cause.
7. GCCEC reserves the right to relocate the goods to another space under certain circumstances.
8. The goods are stored at the sole risk and responsibility of the customer who shall be responsible for any and all theft, damage to, and deterioration of the goods, and shall bear the risk of any and all damage caused by flood or fire or leakage or overflow of water, mildew, heat, spillage of material from any other space, removal or delivery of the goods, pest and vermin or any other reason whatsoever.
9. The customer agrees to indemnify and keep indemnified GCCEC from all claims for any loss or damage to the property of, or personal injury to or death of the customer, the facility, GCCEC or third parties resulting from or incidental to the use of the space by customer, including but not limited to the storage of goods in the space, the goods themselves and/or accessing the facility.
10. The customer must have all goods collected by end of tenancy and the storage area left clean and tidy after the conclusion of the event or GCCEC is authorised to;
 - a. Apply additional charges.
 - b. Dispose of all goods by any means, seven (7) days from the conclusion of the event regardless of the nature or value of the goods.

FORKLIFT HIRE

1. All forklift hire includes driver and a safety observer when required.
2. GCCEC Obligations:

GCCEC will supply the equipment and operators to the customer on the basis of the specifications provided by the customer to GCCEC, and GCCEC shall also:

 - a. Maintain and service the equipment during the term of this agreement.
 - b. Provide equipment that is in a serviceable condition and fit for the task to be performed as per the customers specifications.
 - c. Provide licensed and trained drivers and safety observers.
 - d. Discuss any additional charges prior to invoicing the customer.
3. Customer Obligations:

Prior to receiving any forklift services, the customer must comply with all information on this form including:

 - a. Supplying ALL relevant information on page 1 to inform GCCEC of their usage needs.
 - b. Shall notify GCCEC immediately of any requested extensions to the hire period.
4. Warranties and Representations:

GCCEC makes no warranties, representations or guarantees other than those expressly contained in the agreement.
5. Liability and Indemnity:

GCCEC understands and follows relevant legislation and codes of practice when operating their lifting equipment service. The customer indemnifies GCCEC against all loss, damage and liability suffered.
6. Governing Law:

The Laws of the State of Queensland shall apply to this agreement.
7. Termination of This Agreement:

GCCEC may terminate the agreement by notice to the customer at any time.