



**Brisbane Boat Show
Brisbane Convention & Exhibition Centre
24 - 26 August 2018**

MATERIALS HANDLING FORM - COMPULSORY FORM

In the interests of safety and to ensure appropriate materials handling equipment is available onsite, please assist us by providing information relevant to the handling of your equipment.

Regardless of which transport company you are using **it is compulsory to complete this form.**

NOTE: FOR OVERSIZED / UNUSUAL FREIGHT, PLEASE INDICATE or ATTACH ON THE UNITS the following:
WEIGHT / CENTRE OF GRAVITY / SPECIAL MARKINGS (e.g. If freight is weight-biased, or must be forklifted in a certain way)
The information will assist in ensuring a safe working environment - Thank you for your assistance.

Fields marked with (*) asterix are mandatory - Failure to complete may result in delays.

SECTION A - BILLING DETAILS

*Company:	*ABN / ACN:
*Address:	
*Contact Name:	*Email:
*Phone:	*Mobile:
*Corporate Email (Accounts):	*Phone:

SECTION C - MATERIALS HANDLING (FORKLIFT SERVICES) & STORAGE

*Day / Date:	*Time of delivery:	*Estimated unloading time: (mins)
*Dimensions of largest piece: (m)		*Weight of heaviest piece: (kg)
*Special lifting requirements: (i.e. lifting points / centre of gravity) <input type="checkbox"/> Yes <input type="checkbox"/> No		*Crane required: <input type="checkbox"/> Yes <input type="checkbox"/> No
*Extended Tynes required: <input type="checkbox"/> Yes <input type="checkbox"/> No		*Jibs / Slings Required: <input type="checkbox"/> Yes <input type="checkbox"/> No
*Storage of empty packaging Req: <input type="checkbox"/> Yes <input type="checkbox"/> No		*Stand No.

DANGEROUS GOODS / HAZARDOUS SUBSTANCES

*Please advise if there are Dangerous Goods / Hazardous Substances / Chemicals: <input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, Please provide details:

SECTION D - PAYMENT DETAILS (COMPULSORY)

Card Type: <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX	Name on Card:	
Card Number:	Exp:	
Forklift Rates (incl. GST): \$88.00 per 30 minutes (or part thereof) or, \$143 (incl. GST) per hour		Offsite - \$55.00 per cubic meter or part thereof
The charges are processed after the show for actual time used (forklift) or volume (storage). Please collect a copy of the tax invoice from the Agility site desk before leaving the venue at the end of the event, or contact Agility via email (expohelp@agility.com) for a copy. **Payment by credit card incurs an additional transaction fee**		

ACKNOWLEDGEMENT

I have read and accept Agility's Standard Terms & Conditions (refer to page 2) <input type="checkbox"/> Yes <input type="checkbox"/> No	
*Accepted by: (Signature of Authorised Representative)	Date:

**PLEASE COMPLETE THIS FORM AND RETURN BY 27th JULY, 2018 TO
gcraig@agility.com OR FAX TO 03 9330 3337
FOR MORE INFORMATION PLEASE CALL GUS CRAIG ON 02 8755 8812**