

Please complete this form and return **no later than 14 days prior** to the hiring period of the event to:

**Exhibitor Services, International Convention Centre Sydney (ICC Sydney)**

**Phone:** +61 2 9215 7373     **Email:** exhibitionservices@iccsydney.com

## CONTACT DETAILS

<b>Name:</b>	<b>Company:</b>	
<b>Phone:</b>	<b>Email:</b>	
<b>Name of event:</b>	<b>Event dates:</b>	
<b>Location of event:</b>	<b>Stand name:</b>	<b>Stand no:</b>

## VEHICLE DETAILS

**Vehicle type and model:**

**Vehicle registration:**

**Name and number of delivery person:**

**Vehicle dimensions:**

**Vehicle weight:**

## MANDATORY REQUIREMENTS

**Please tick the box to indicate that you have read and understood.**

A separate set of keys to be left with ICC Sydney.  
 Carpet tile/s to be placed under all vehicle tyres, when on display on ICC Sydney carpet/tiles.

### Vehicles with Internal Combustion Engines:

Drip tray to be placed underneath vehicle.  
 Maximum five litres of fuel (no need to clear fuel from fuel line and engine).  
 Areas of the ICC Sydney may require a 3m gap between vehicles. Please be specific with vehicle location.

## PERMIT AGREEMENT (to be completed by person responsible for the work to be performed)

This activity has not been authorised to occur at ICC Sydney until written confirmation of its approval is provided by ICC Sydney, and in such circumstance, ICC Sydney makes no representation, warranty or guarantee about the safety or legality of the activity or the completeness or accuracy of the information provided within this form, which is at all times the sole responsibility of the person listed in the Contact Details.

ICC Sydney undertakes regular compliance checks and you may be required to provide evidence in relation to those requirements. If at any time, an activity or operation is considered by ICC Sydney to be non-compliant with any legal or regulatory obligation, inconsistent with the information provided on this form, unsafe or placing persons, the venue or the environment at risk, ICC Sydney representatives reserve the right to postpone or cancel the activity in its sole discretion until it is completely satisfied that its concerns are addressed and any issues are rectified.

Any approval by ICC Sydney for this activity to occur does not give rise to an acceptance of any liability, loss or damage caused by the activity.

## ICC SYDNEY USE ONLY

## ICC SYDNEY RISK & COMPLIANCE AUTHORISATION

**Permit issued by:** \_\_\_\_\_

**Comments:** \_\_\_\_\_

**Signed:** \_\_\_\_\_ **Date/time:** \_\_\_\_\_