



CARPARK

Event Day Signage



Immerse, inform
and inspire your
audience with
signage that makes
a statement.

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Venue- Wide



Venue-wide

Digital Signage



Wayfinding

Dimensions W x H (px)	1000 x 1000 (logo)
File Type	JPG

Please note

Directional signage is displayed throughout the venue to help your attendees find your event space. Your event name (up to 50 characters), logo and location will appear on these signs.



Door Cards

Dimensions W x H (px)	1000 x 1000 (logo) 1080 x 1920 (custom content)
File Type	JPG

Please note

Doorcards are displayed outside your event space (excluding Exhibition Bays) showing your event logo and session details. Please contact your Event Planner about customising your artwork.



Lecterns

Dimensions W x H (px)	1080 x 1920
File Type	JPG

Please note

All lecterns in the venue feature a digital screen. Please contact your Event Planner about customising the display with your artwork.

Venue-wide

Signage Specifications

Signage in your licensed area is included free of charge, and your Event Planner can help you choose what works best. You'll just need to organise printing and installation.

Want to add signage outside of your licensed area? Additional fees may apply and space is limited. Chat with your Event Planner to see what's possible.

Digital Signage

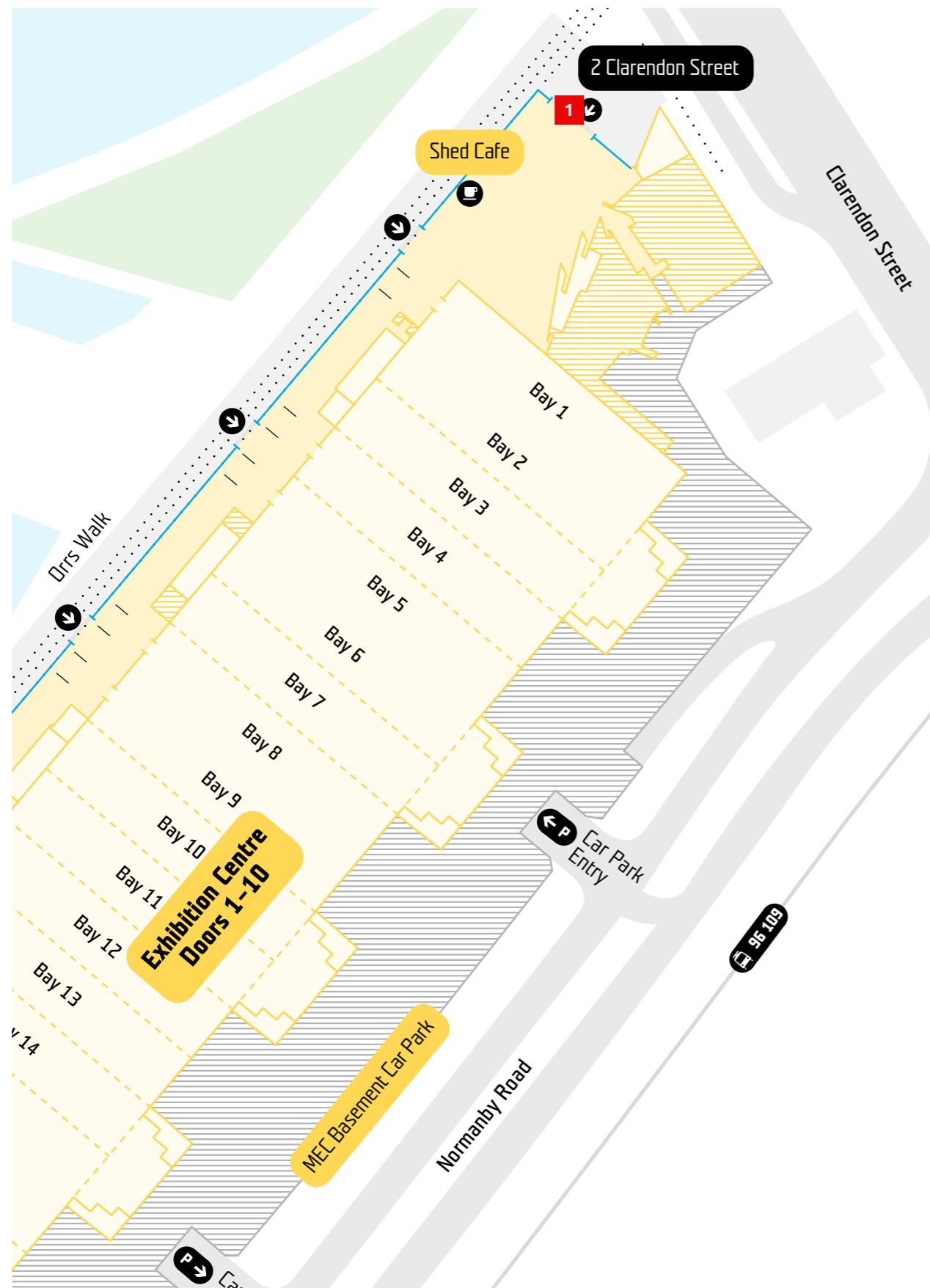
Signage	File Type	Dimensions W x H (px)	Notes
Wayfinding	JPG	1000 x 1000	Directional signage is placed throughout the venue to help your attendees find your event space. Your event name (up to 50 characters), logo and location will appear on these signs.
Doorcard	JPG	1000 x 1000 (logo) 1080 x 1920 (custom content)	Doorcards are placed outside your event space (excluding Exhibition Bays) to display your event logo and session details. Please contact your Event Planner about customising your artwork.
Lectern	JPG	1080 x 1920	All lecterns in the venue feature a digital screen. Please contact your Event Planner about customising the display with your artwork.

Exhibition Centre Doors 1-10



Exhibition Centre Doors 1-10

Digital Signage



Clarendon Street Entrance LED Wall

Dimensions W x H (px)	710 x 400 (third screen) 1080 x 400 (half screen)
File Type	JPG
Quantity	1 site available

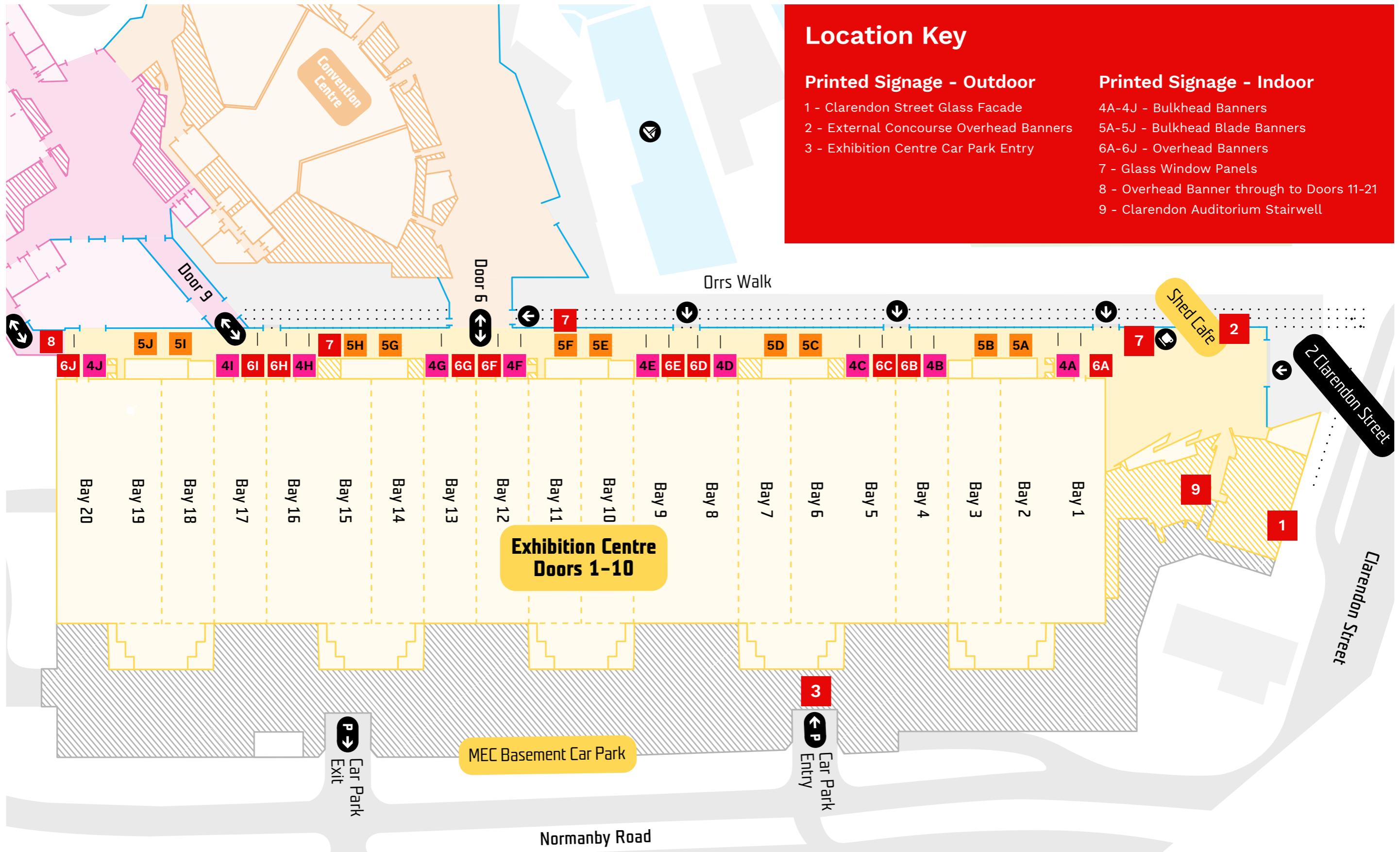
Artwork Guidelines

- Avoid excessive text and ensure the design is easy to digest by passers-by.
- Maximize the space, use event branding and colours to distinguish the event.
- Avoid white backgrounds, as they look too bright and harsh.
- Due to VicRoads safety restrictions, fast moving animations are not permitted for outdoor signage.
- All artwork published is at the discretion of MCEC and must be suitable for a wide audience including children.

Your event can appear in the What's On Today section of our digital screens — a great way to welcome your delegates. If you've booked the full centre, you may be eligible for a full screen takeover. Chat with your Event Planner to find out more.

Exhibition Centre Doors 1-10

Printed Signage



Exhibition Centre Doors 1-10

Printed Signage - Outdoor



1



2

Clarendon Street Glass Façade

Material	Self-adhesive vinyl
Dimensions W x H (mm)	Choose an option below
	28 panels (12000 x 7840)
	21 panels (9000 x 7840)
	14 panels (6000 x 7840)
Space Hire Fee	Choose an option below
	28 panels \$21,000 + GST per month
	21 panels \$18,000 + GST per month
	14 panels \$15,000 + GST per month
	Includes space hire, printing, installation and removal.
Artwork	Template supplied. Final artwork to be provided as a .eps file. Please share your artwork with your Event Planner at least one month before installation. Your deadline will be confirmed when you book.

External Concourse Overhead Banners

Material	Fabric flag
Dimensions W x H (mm)	1200 x 3000
Space Hire Fee	\$150 + GST per day per site
Quantity	Includes 6 banners per site. 5 sites available

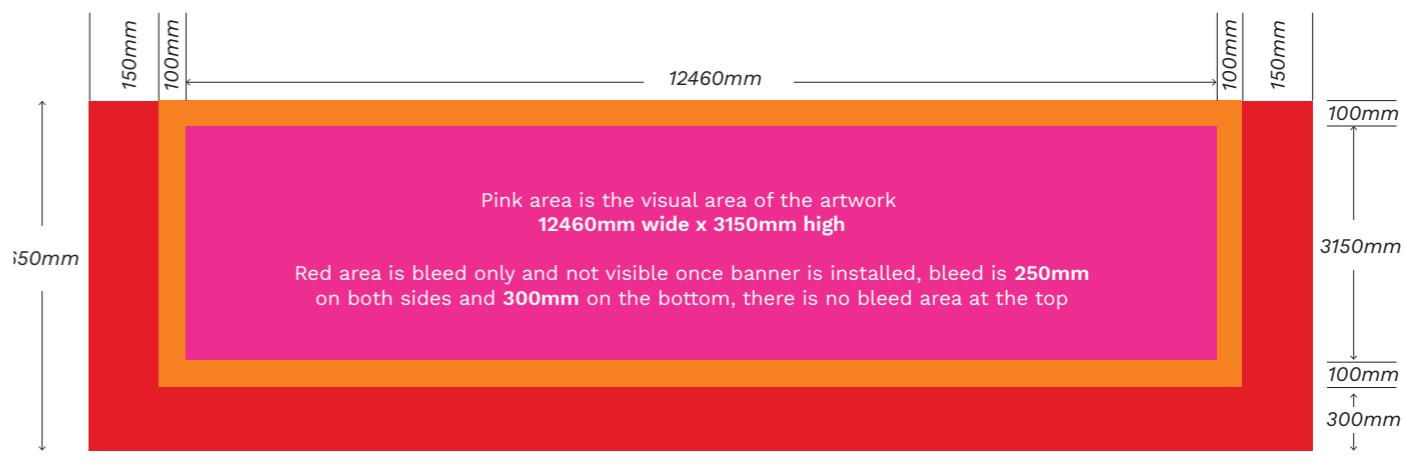


Exhibition Centre Car Park Entry Banner

Normanby Road

Material	Vinyl banner
Dimensions W x H (mm)	12460 x 3150 (visual) 12960 x 3650 (overall) 250 on both sides, 300 on the bottom, no bleed at the top
Space Hire Fee	\$5,000 + GST per month Includes space hire, printing, installation and removal.
Artwork	Print ready PDF with crop marks. Please share your artwork with your Event Planner at least one month before installation. Your deadline will be confirmed when you book.

File set-up for Exhibition Centre Car park entry:



Red area is overall finished size of the banner with non visible bleed of 150mm on each side and 300mm on the bottom, overall finished size of banner is 12960mm wide x 3650mm high

Orange area is visible bleed area of 100mm to provide border/symmetry for artwork from edges of frame

Exhibition Centre Doors 1-10

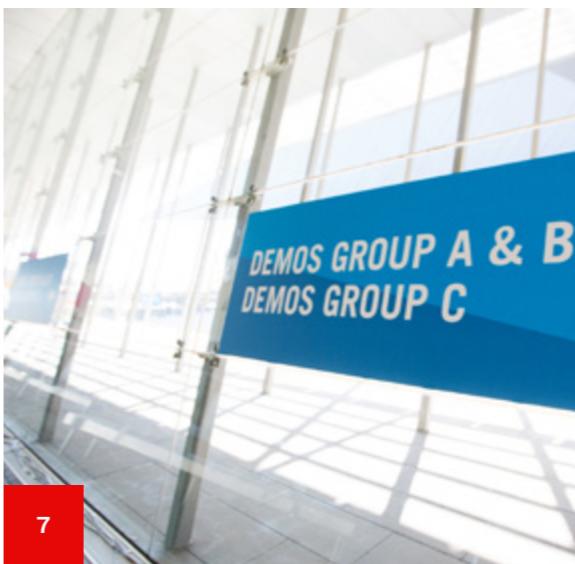
Printed Signage - Indoor



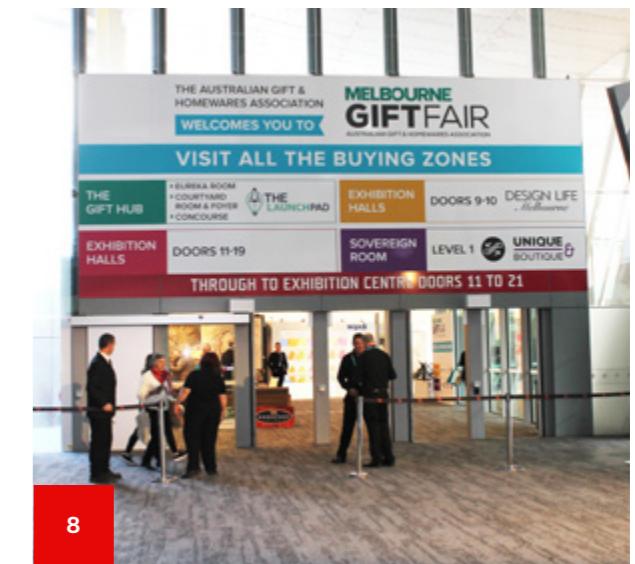
4A - 4J



5A - 5J



7



8

Bulkhead Banners

Material	FabFrame fabric banner
Dimensions	7000 x 4750 (4A)
W x H (mm)	7000 x 4200 (4C, 4G) 7000 x 5000 (4F, 4J) 5400 x 4200 (4B, 4D, 4E, 4H, 4I)
Space Hire Fee	\$165 + GST per day
Quantity	5 sites available

Bulkhead Blade Banners

Material	FabFrame fabric banner
Dimensions	6500 x 1850 (5A, 5C, 5F, 5G, 5J)
W x H (mm)	4900 x 1850 (5B, 5D, 5E, 5H, 5I)
Space Hire Fee	\$165 + GST per day
Quantity	5 sites available

Glass Window Panels

Material	Self-adhesive vinyl
Dimensions	2990 x 1050 (top panel) 2990 x 1050 (middle panel) 2990 x 1250 (bottom panel)
Space Hire Fee	\$165 + GST per day
Quantity	Multiple sites available

Please note

Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.



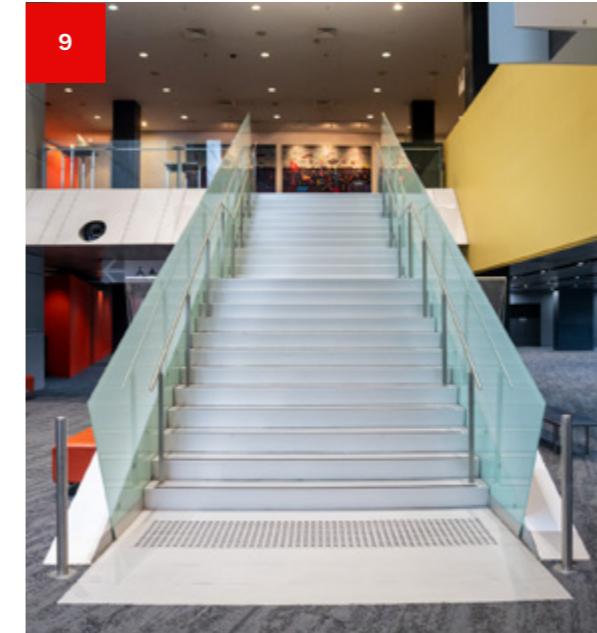
6A - 6J

Overhead Banners

Material	Vinyl
Dimensions	2600 x 4000
Space Hire Fee	\$110 + GST per day
Quantity	10 sites available
	6A - 6F, 6H and 6I - 2 rods and 4 banners available at each location
	6G and 6J - 1 rod and 2 banners available at each location
	*All banners are double sided, except for 6J

Please note

6A, 6C, 6E, 6I and 6J have obstructed views.



9

Clarendon Auditorium Stairwell

Material	Self-adhesive vinyl
Dimensions	2600 x 140 per stair
Space Hire Fee	\$110 + GST per day
Quantity	24 stairs in two sections (12 stairs per section)

Please note

Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed. You'll need to submit adhesive details to MCEC for approval before installation.

Exhibition Centre Doors 1-10

Signage Specifications

Signage in your licensed area is included free of charge, and your Event Planner can help you choose what works best. You'll just need to organise printing and installation.

Want to add signage outside of your licensed area? Additional fees may apply and space is limited. Chat with your Event Planner to see what's possible.

Digital Signage

Signage	File Type	Dimensions W x H (px)	Notes
Clarendon St Entrance LED Wall	JPG	1080 x 400 (half screen) 710 x 400 (third screen)	<p>Avoid excessive text and ensure the design is easy to digest by passers-by.</p> <p>Maximize the space, use event branding and colours to distinguish the event.</p> <p>White backgrounds are discouraged as it makes the sign very bright and harsh to look at.</p> <p>Due to VicRoads safety restrictions, video and fast moving animations are not permitted for outdoor signage.</p>

Printed Signage - Outdoor

Signage	Material	Dimensions W x H (mm)	Space Hire Fee	Notes
Clarendon Street External Glass Façade	28 x panels	12000 x 7840	Choose an option below: 28 panels \$21,000 + GST per month 21 panels \$18,000 + GST per month 14 panels \$15,000 + GST per month Includes space hire, printing, installation and removal.	Template supplied. Final artwork to be provided as a .eps file.
	21 x panels	9000 x 7840		Please share your artwork with your Event Planner at least one month before installation. Your deadline will be confirmed when you book.
	14 x panels	6000 x 7840		Requires accredited rigging at an additional cost.
External Concourse Overhead Banners	Fabric flag	1200 x 3000	\$150 + GST per day per site	Includes 6 banners per site. 5 sites available Requires accredited rigging at an additional cost.
Exhibition Centre Car Park Entry Banner	Vinyl banner	12460 x 3150 (visual) 12960 x 3650 (overall) 250 (bleed on both sides) 300 (bleed on the bottom) no bleed at the top	\$5,000 + GST per month Includes space hire, printing, installation and removal.	Print ready PDF with crop marks. Visual sizing is the usable visible space you have for artwork. Bleed and overall size is so the banner fits the sign structure. Please share your artwork with your Event Planner at least one month before installation. Your deadline will be confirmed when you book. Requires accredited rigging at an additional cost.

Printed Signage - Indoor

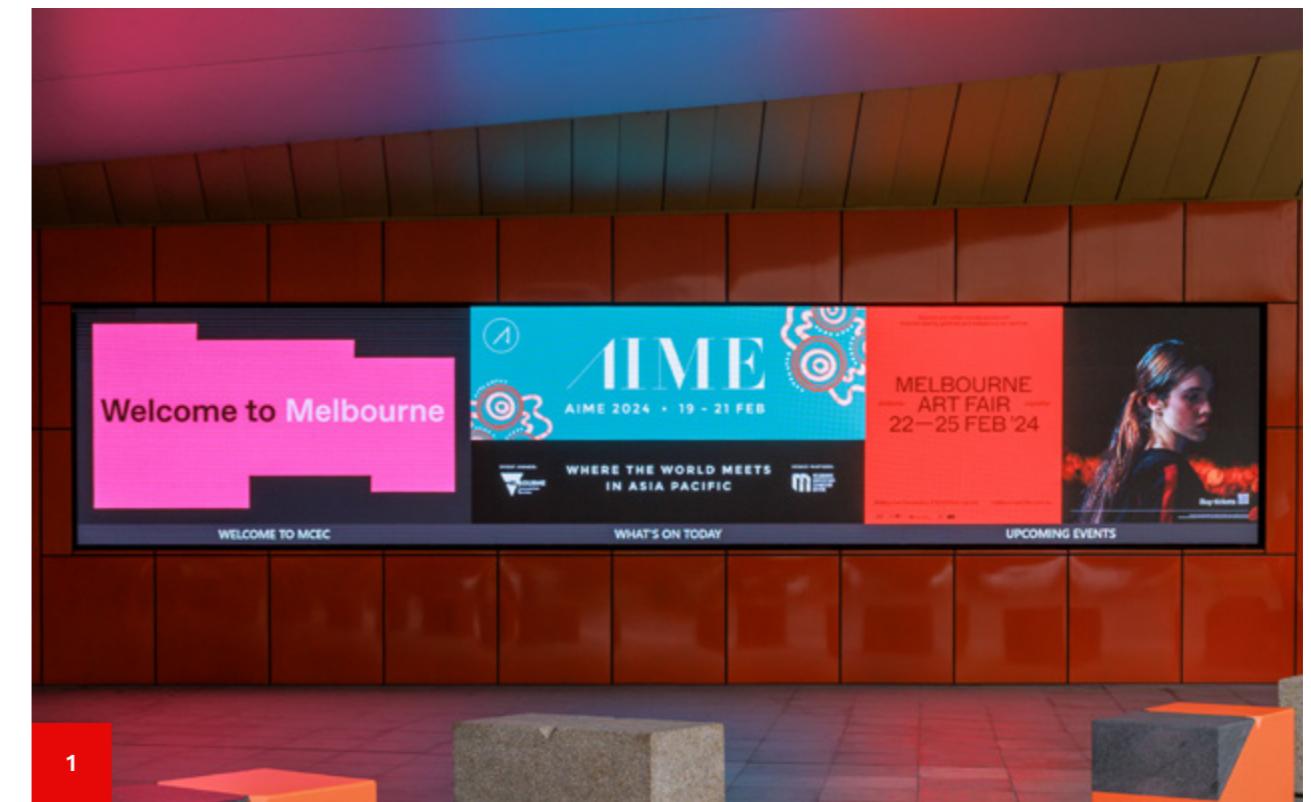
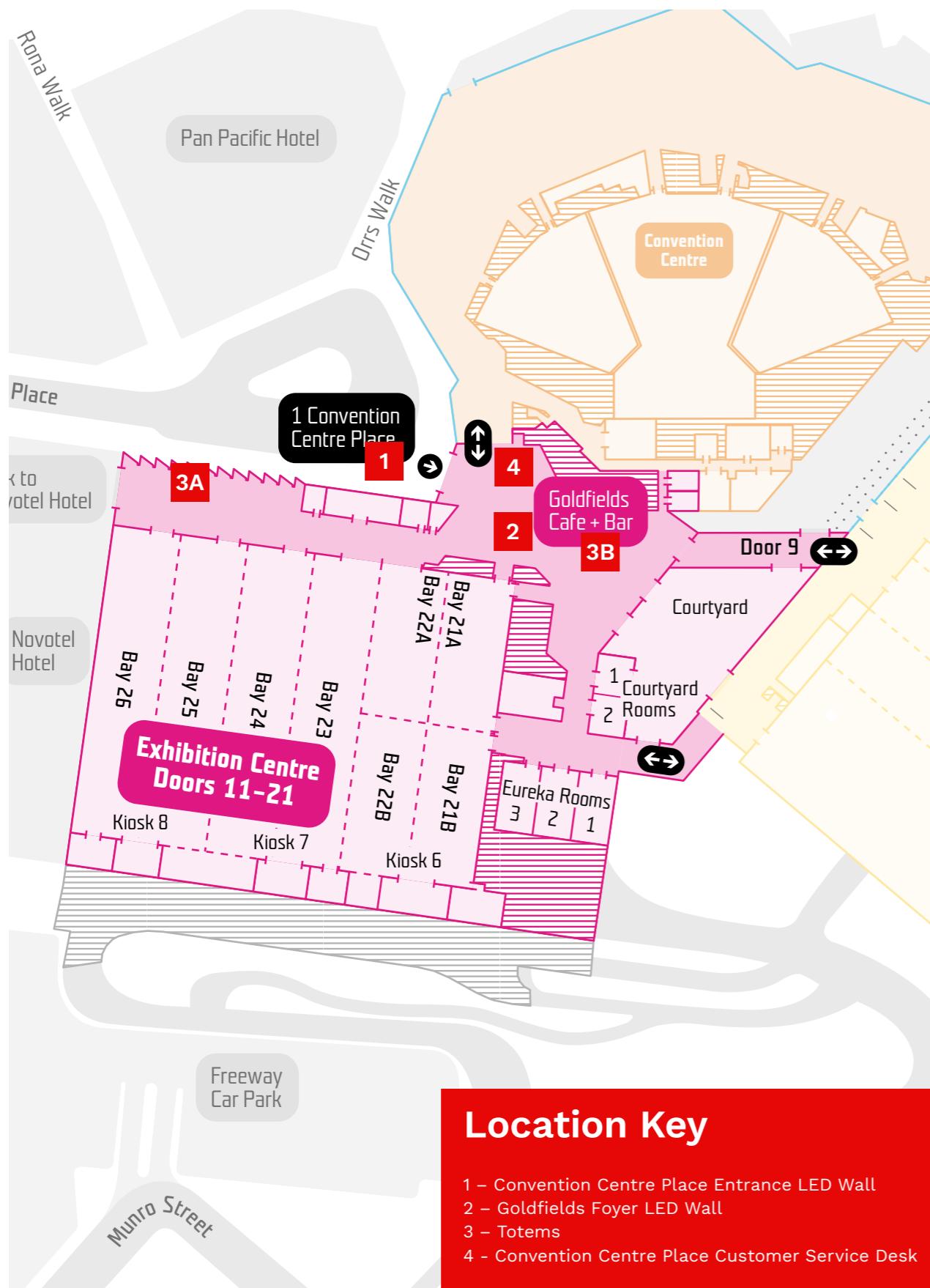
Signage	Material	Dimensions W x H (mm)	Space Hire Fee	Notes
Bulkhead Banner	FabFrame fabric banner	7000 x 4750 (4A) 7000 x 4200 (4C, 4G) 7000 x 5000 (4F, 4J) 5400 x 4200 (4B, 4D, 4E, 4H, 4I)	\$165 + GST per day	5 sites available Requires accredited rigging at an additional cost.
Bulkhead Blade Banner	FabFrame fabric banner	6500 x 1850 (5A, 5C, 5F, 5G, 5J) 4900 x 1850 (5B, 5D, 5E, 5H, 5I)	\$165 + GST per day	5 sites available Requires accredited rigging at an additional cost.
Overhead Banners	Vinyl	2600 x 4000	\$110 + GST per day	10 sites available 6A - 6F, 6H and 6I - 2 rods and 4 banners available at each location 6G and 6J - 1 rod and 2 banners available at each location *All banners are double sided, except for 6J 6A, 6C, 6E, 6I and 6J have obstructed views
Glass Window Panels	Self-adhesive vinyl	2990 x 1050 2990 x 1250	\$165 + GST per day	Multiple sites available. Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.
Overhead Banner through to Doors 11-21	Self-adhesive vinyl	8800 x 3400	\$165 + GST per day	1 site available Requires accredited rigging at an additional cost.
Clarendon Auditorium Stairwell	Self-adhesive vinyl	2600 x 140 per stair	\$110 + GST per day	24 stairs in two sections (12 stairs per section) Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed. You'll need to submit adhesive details to MCEC for approval before installation.

Exhibition
Centre
Doors 11-21



Exhibition Centre Doors 11-21

Digital Signage



Convention Centre Place Entrance LED Wall

Dimensions	710 x 400 (third screen) 1080 x 400 (half screen)
File Type	JPG
Quantity	1 site available

Artwork Guidelines

- Avoid excessive text and ensure the design is easy to digest by passers-by.
- Maximize the space, use event branding and colours to distinguish the event.
- Avoid white backgrounds, as they look too bright and harsh.
- Due to VicRoads safety restrictions, fast moving animations are not permitted for outdoor signage.
- All artwork published is at the discretion of MCEC and must be suitable for a wide audience including children.

Your event can appear in the "WHAT'S ON TODAY" section of our digital screens — a great way to welcome your delegates. If you've booked the full centre, you may be eligible for a full screen takeover. Chat with your Event Planner to find out more.



Goldfields Foyer LED Wall

Dimensions W x H (px)	777 x 647 (left screen) 1294 x 647 (right screen) 2071 x 647 (full screen)
File Type	JPG
Quantity	1 site available

Please note

The Goldfields Foyer LED Wall can be used for wayfinding or displaying custom artwork.

The screens are allocated as follows:

Left screen: Bookings in Bays 21-22

Right screen: Bookings in Bays 23-26

(artwork is on rotation with other event bookings in these Bays)

Full screen: Bookings in the entire building, Exhibition Centre Doors 11-21



Totems

Sovereign Room Totem

Dimensions W x H (px)	1080 x 1920
File Type	JPG
Quantity	3 sites available

Please note

Available with Sovereign Room or based on availability. One is located as pictured, the remaining two are located on Level 1.

Exhibition Centre Doors 11-21 Totem

Dimensions W x H (px)	1080 x 1920
File Type	JPG
Quantity	1 site available

Please note

Available with bookings in the entire building, Exhibition Centre Doors 11-21.



Convention Centre Place Customer Service Desk

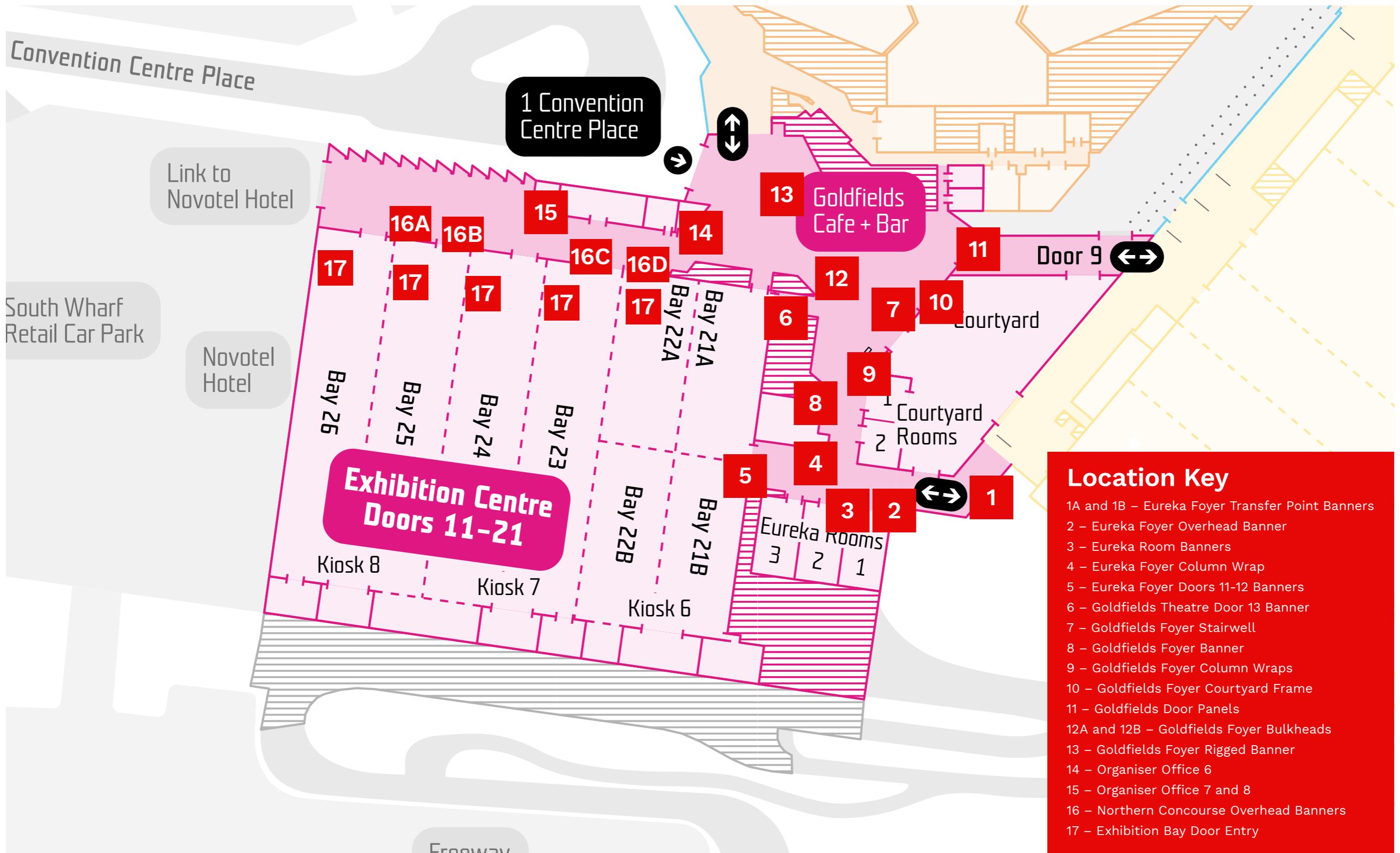
Dimensions W x H (px)	1920 x 1080
Quantity	1 site available

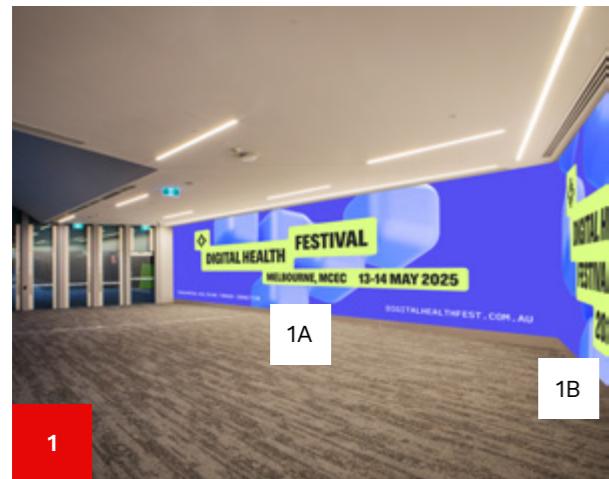
Please note

Available for full centre bookings.

Exhibition Centre Doors 11-21

Printed Signage



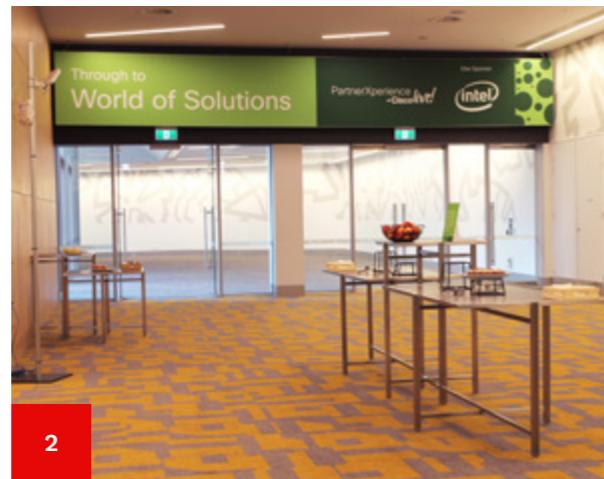
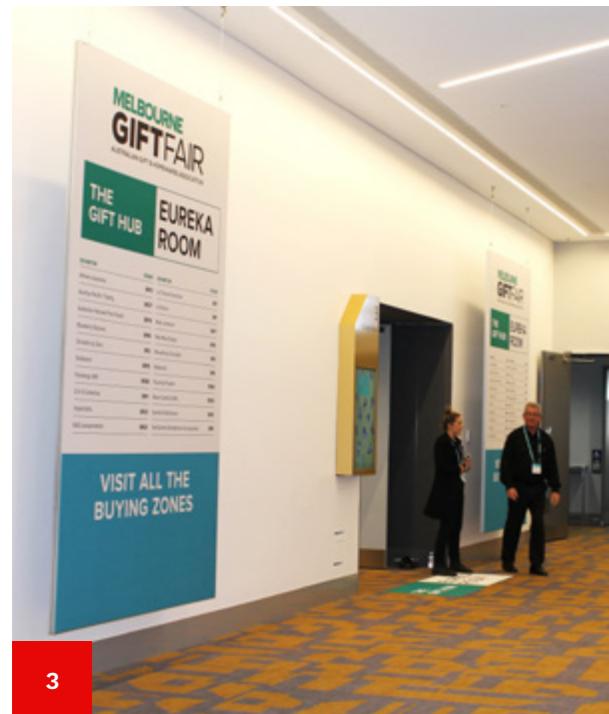


Eureka Foyer Transfer Point Banners

Material	Heavy duty FabFrame fabric banner
Space Hire Fee	\$55 + GST per day
Dimensions W x H (mm)	15700 x 3000 (1A) 5000 x 3000 (1B)

Please note

Only available for events utilising Bays 21-22 and all associated meeting rooms.



Eureka Foyer Overhead Banner

Material	Rigged Fab Frame Fabric Banner
Space Hire Fee	\$165 + GST per day
Dimensions W x H (mm)	8700 x 1200

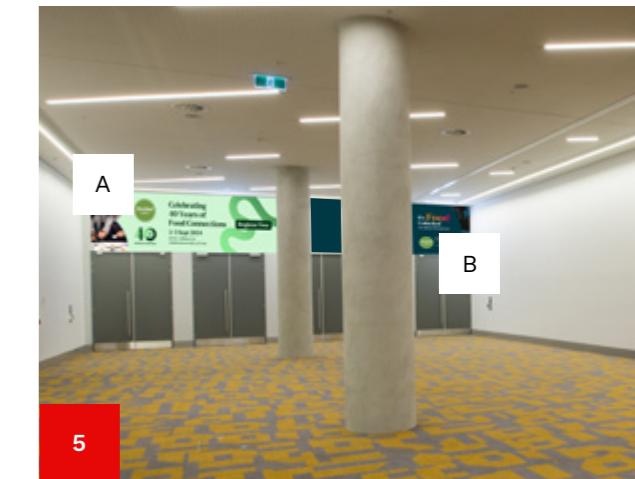
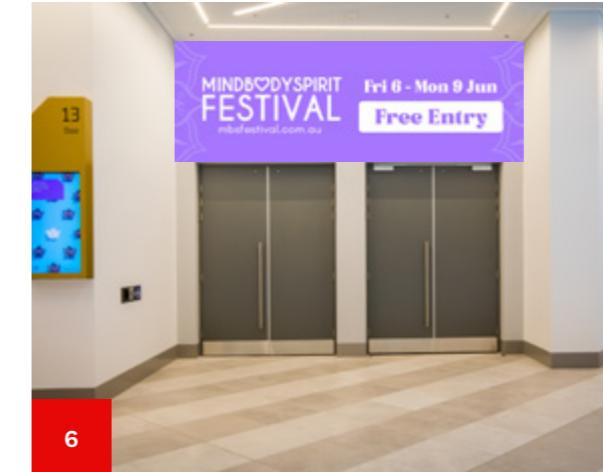
Please note

Requires MCEC rigging at an additional cost.



Eureka Foyer Column Wrap

Material	Non-adhesive fabric with velcro
Dimensions W x H (mm)	2430 x 3000 includes 50mm overlap
Space Hire Fee	\$110 + GST per day
Quantity	2 columns available



Eureka Foyer Doors 11-12 Banners

Material	Rigged Fab Frame Fabric Banner
Dimensions W x H (mm)	8700 x 1100 (A)
Space Hire Fee	10800 x 1100 (A + B)

Please note

Requires MCEC rigging at an additional cost.



Eureka Room Banners

Material	Rigged Fab Frame Fabric Banner
Dimensions W x H (mm)	1800 x 1700 (Room 1) 1800 x 3000 (Room 2&3)
Space Hire Fee	\$165 + GST per day
Quantity	2 banners available

Please note

Only available if booking Eureka Rooms 1-3. Requires MCEC rigging at an additional cost.

Goldfields Theatre Door 13 Banner

Material	Rigged Fab Frame Fabric Banner
Dimensions W x H (mm)	4600 x 1300
Space Hire Fee	\$165 + GST per day

Please note

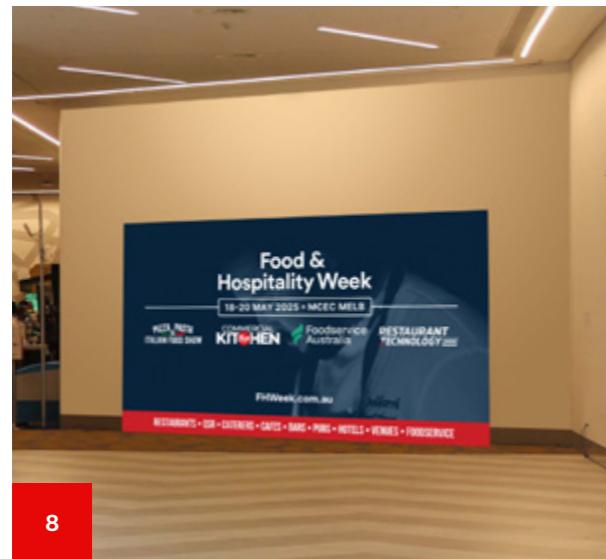
Requires MCEC rigging at an additional cost.

Goldfields Foyer Stairwell

Material	Self-adhesive vinyl
Dimensions W x H (mm)	4200 x 140 (per stair)
Space Hire Fee	\$110 + GST per day
Quantity	47 stairs in three sections (1 x 15 stairs + 2 x 16 stairs)

Please note

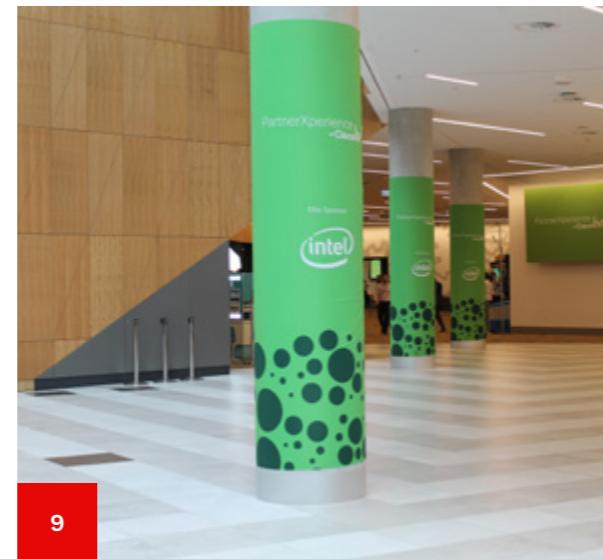
Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.



8

Goldfields Foyer Banner

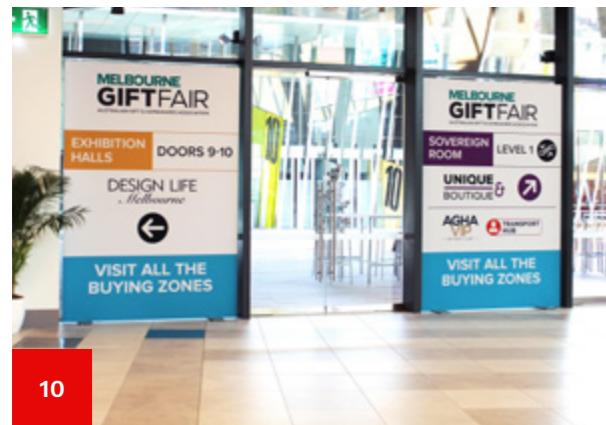
Material	Free Standing Frame
Dimensions	7200 x 4000
W x H (mm)	
Space Hire Fee	\$165 + GST per day



9

Goldfields Foyer Column Wraps

Material	Non-adhesive fabric with velcro
Dimensions	2430 x 3000 includes 50mm overlap
W x H (mm)	
Space Hire Fee	\$110 + GST per day
Quantity	3 columns available



10

Goldfields Foyer Courtyard Frame

Material	Free standing frame
Space Hire Fee	\$110 + GST per day
Dimensions	2000 x 2900
W x H (mm)	

Please note
Subject to availability.

Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.



12

12A

12B

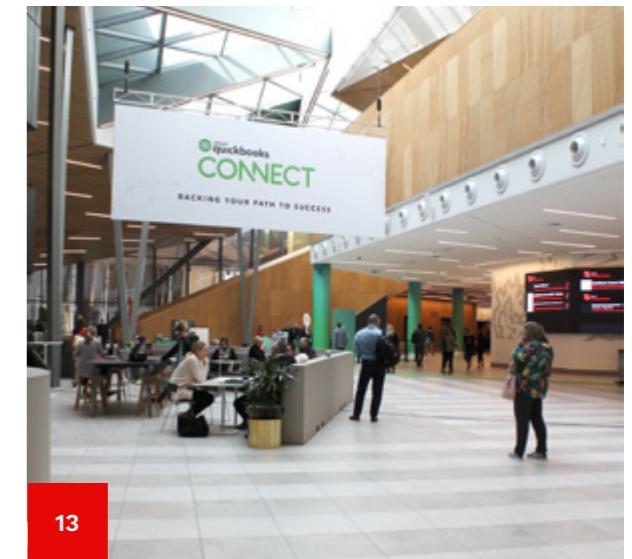
Goldfields Foyer Bulkheads

Material	Rigged heavy duty FabFrame fabric banner
Dimensions	7600 x 2500 (12A) 19000 x 2500 (12B)
W x H (mm)	
Space Hire Fee	12A - \$165 + GST per day 12B - \$200 + GST per day

Please note

Requires MCEC rigging at an additional cost.

Only available if booking Bays 21-22.



13

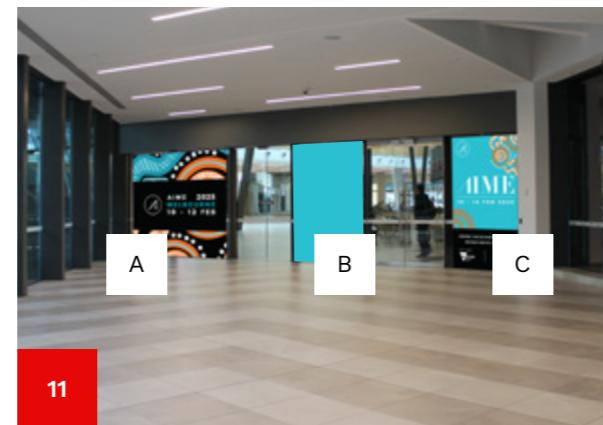
Goldfields Foyer Rigged Banner

Material	Rigged heavy duty FabFrame fabric banner
Dimensions	8000 x 3000
W x H (mm)	
Space Hire Fee	\$300 + GST per day

Please note

Requires MCEC rigging at an additional cost.

Only available with bookings in entire exhibition building Doors 11-21.



11

Goldfields Door Panels

Material	Self-adhesive vinyl
Space Hire Fee	\$110 + GST per day
Dimensions	3420 x 2600 (A) 1790 x 2600 (B) 1550 x 2600 (C)
W x H (mm)	

Please note
Subject to availability.

Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.



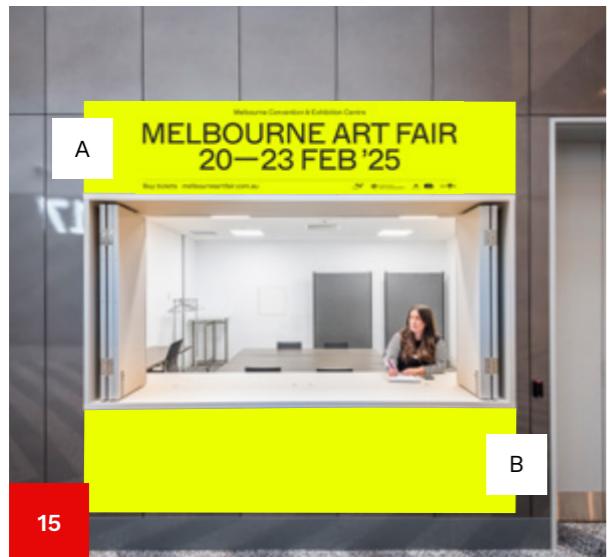
14

Organiser Office 6

Material	Foamcore
Space Hire Fee	\$165 + GST per day
Dimensions	2440 x 500 (A, B) 3880 x 500 (C, D) 4475 x 2490 (E)
W x H (mm)	

Please note

Only available if booking Bays 21-22.
Wall E requires cut out for wall pit access.



Organiser Office 7

Material	Foamcore
Dimensions W x H (mm)	3600 x 500 (A) 3600 x 680 (B)
Space Hire Fee	\$165 + GST per day

Please note

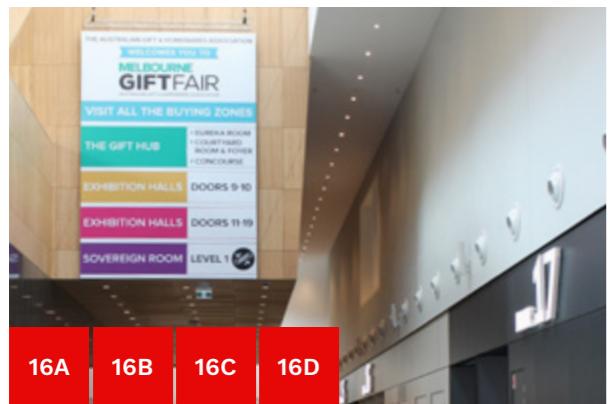
Only available if booking Bays 23–24.

Organiser Office 8

Material	Foamcore
Dimensions W x H (mm)	3500 x 500 (A) 3500 x 680 (B)
Space Hire Fee	\$165 + GST per day

Please note

Only available if booking Bays 25–26.



Northern Concourse Overhead Banners

Material	Rigged FabFrame Fabric Banner
Dimensions W x H (mm)	4500 x 7000 (3 available) 4500 x 3000 (1 available)
Space Hire Fee	\$165 + GST per day

Please note

Requires MCEC rigging at an additional cost.

16A only available if booking Bays 25–26, faces Novotel.

16B only available if booking Bays 25–26, faces Goldfields.

16C only available if booking Bays 23–24, faces Novotel.

16D only available if booking Bays 21–22, faces Goldfields.

Exhibition Bay Door Entry

Material	Self-adhesive vinyl
Dimensions W x H (mm)	1300mm x 2500mm 8 panels available (Door 15) 6 panels available (Door 16–19)
Space Hire Fee	\$110 + GST per day

Please note

Only available if booking Bays 21–26.

Specific Door signage is relevant to the Bays booked.

Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.



Eureka Foyer Doors 11-12 banners

Exhibition Centre Doors 11-21

Signage Specifications

Signage in your licensed area is included free of charge, and your Event Planner can help you choose what works best. You'll just need to organise printing and installation.

Want to add signage outside of your licensed area? Additional fees may apply and space is limited. Chat with your Event Planner to see what's possible.

Digital Signage

Signage	File Type	Dimensions W x H (px)	Notes
Convention Centre Place Entrance LED Wall	JPG	1080 x 400 (half screen) 710 x 400 (third screen)	Avoid excessive text and ensure the design is easy to digest by passers-by. Maximize the space, use event branding and colours to distinguish the event. White backgrounds are discouraged as it makes the sign very bright and harsh to look at. Due to VicRoads safety restrictions, video and fast moving animations are not permitted for outdoor signage.
Goldfields Foyer LED Wall	JPG	777 x 647 (left screen) 1294 x 647 (right screen) 2071 x 647 (full screen)	The Goldfields Foyer LED Wall can be used for wayfinding or displaying custom artwork. The screens are allocated as follows: Left screen: Bookings in Bays 21-22 Right screen: Bookings in Bays 23-26 (artwork is on rotation with other event bookings in these Bays) Full screen: Bookings in the entire building, Exhibition Centre Doors 11-21
Totems	JPG	1080 x 1920	Sovereign Room Totem: Available with Sovereign Room or based on availability. One is located as pictured, the remaining two are located on level 1. Exhibition Centre Doors 11-21 Totem: Available with bookings in the entire building, Exhibition Centre Doors 11-21.
Convention Centre Place Customer Service Desk	JPG	1920 x 1080	Available for full centre bookings.

Printed Signage

Signage	Material	Dimensions W x H (mm)	Space Hire Fee	Notes
Eureka Foyer Transfer Point Banners	Heavy duty FabFrame fabric banner	15700 x 3000 (1A) 5000 x 3000 (1B)	\$55 + GST per day	Only available for events utilising Bays 21-22 and all associated meeting rooms.
Eureka Foyer Overhead Banner	Rigged FabFrame fabric banner	8700 x 1200	\$165 + GST per day	Requires MCEC rigging at an additional cost. Please contact your event planner for details.
Eureka Room Banners	Rigged FabFrame fabric banner	1800 x 1700 (Room 1) 1800 x 3000 (Room 2&3)	\$165 + GST per day	2 banners available Only available if booking Eureka Rooms 1-3. Requires MCEC rigging at an additional cost. Please contact your event planner for details.

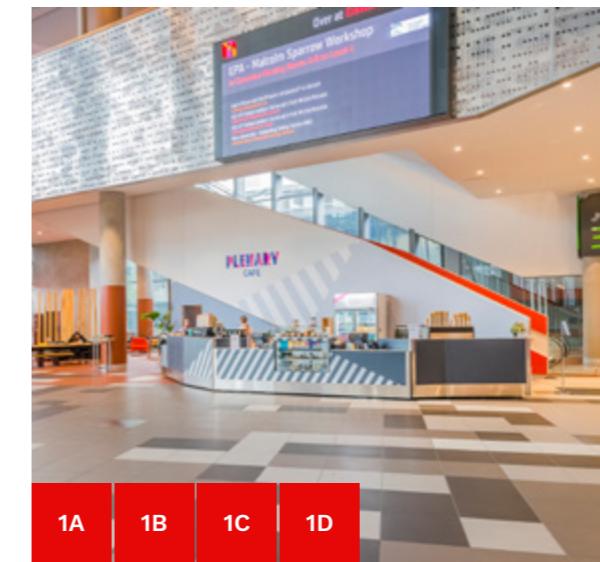
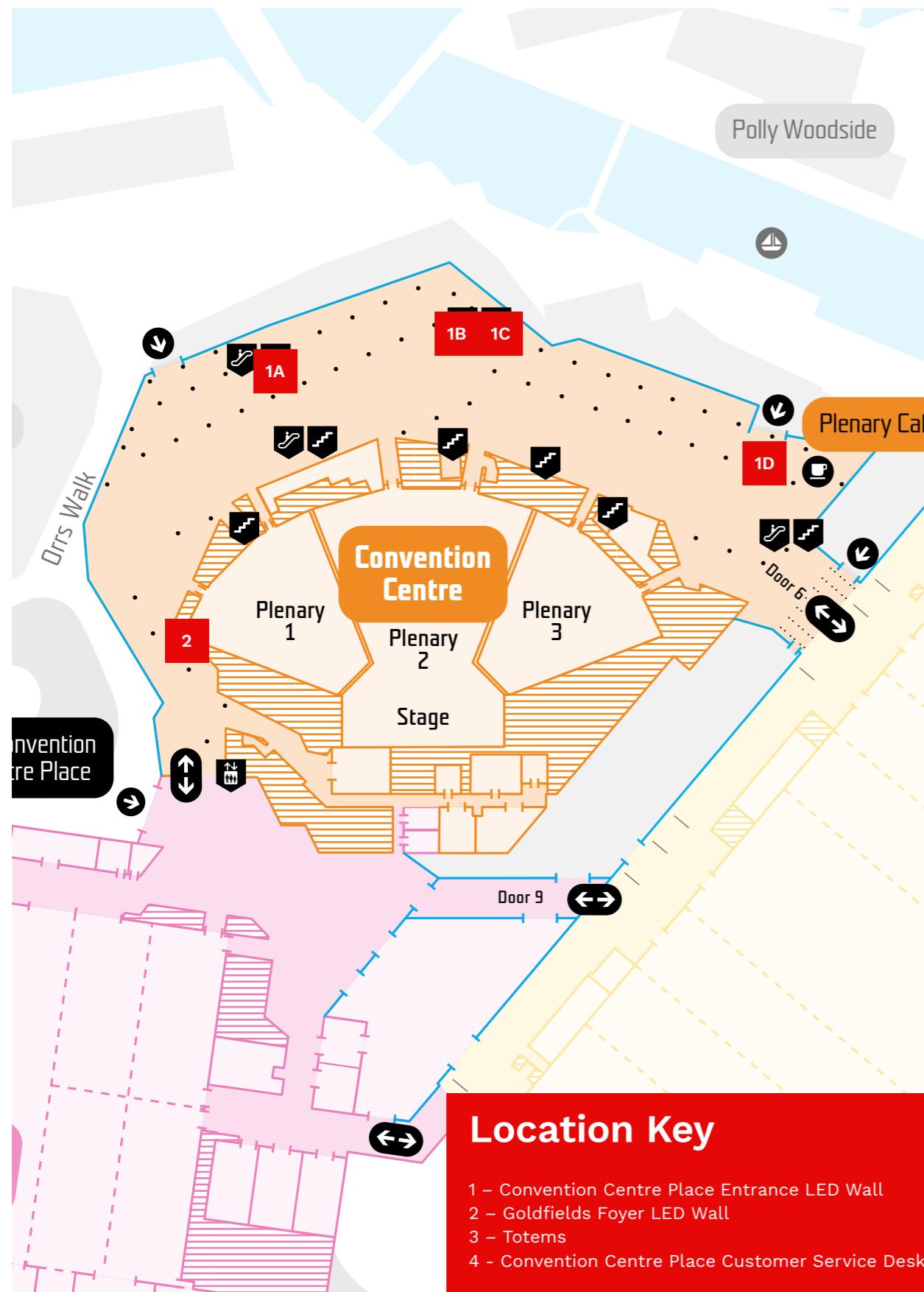
Signage	Material	Dimensions W x H (mm)	Space Hire Fee	Notes
Eureka Foyer Column Wrap	Non-adhesive fabric with velcro	2430 x 3000 (includes 50mm overlap)	\$110 + GST per day	2 columns available
Eureka Foyer Doors 11-12 Banners	Rigged FabFrame fabric banner	8700 x 1100 (A) 10800 x 1100 (A + B)	\$165 + GST per day	If door numbers are covered by signage, the signage must include door numbers 11 and 12 so attendees can easily identify the space. Requires MCEC rigging at an additional cost. Please contact your event planner for details.
Goldfields Theatre Door 13 Banner	Rigged FabFrame fabric banner	4600 x 1300	\$165 + GST per day	Requires MCEC rigging at an additional cost. Please contact your event planner for details.
Goldfields Foyer Stairwell	Self-adhesive vinyl	4200 x 140 (per stair)	\$110 + GST per day	47 stairs in three sections (1 x 15 stairs + 2 x 16 stairs)
Goldfields Foyer Banner	Free standing frame	7200 x 4000	\$165 + GST per day	Requires accredited rigging at an additional cost.
Goldfields Foyer Column Wraps	Non-adhesive fabric with velcro	2430 x 3000 (includes 50mm overlap)	\$110 + GST per day	3 columns available
Goldfields Foyer Courtyard Frame	Free standing frame	2000 x 2900	\$110 + GST per day	
Goldfields Door Panels	Self-adhesive vinyl	3420 x 2600 (A) 1790 x 2600 (B) 1550 x 2600 (C)	\$110 + GST per day	Subject to availability. Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.
Goldfields Foyer Bulkheads	Rigged heavy duty FabFrame fabric banner	7600 x 2500 (Bulkhead A)	\$165 + GST per day	Requires MCEC rigging at an additional cost. Please contact your event planner for details. Only available if bookings Bays 21-22.
		19000 x 2500 (Bulkhead B)	\$200 + GST per day	
Goldfields Foyer Rigged Banner	Rigged heavy duty FabFrame fabric banner	8000 x 3000	\$300 + GST per day	Only available with bookings in entire exhibition building Doors 11-21. Requires MCEC rigging at an additional cost. Please contact your event planner for details.
Organiser Office 6	Foamcore	2440 x 500 (A,B) 3880 x 500 (C, D) 4475 x 2490 (E)	\$165 + GST per day	Only available if booking Bays 21-22. Wall E requires cut out for wall pit access.
Organiser Office 7	Foamcore	2600 x 500 (A) 2600 x 680 (B)	\$165 + GST per day	Only available if booking Bays 23-24.
Organiser Office 8	Foamcore	3500 x 500 (A) 3500 x 680 (B)	\$165 + GST per day	Only available if booking Bays 25-26.
Northern Concourse Overhead Banners	Rigged FabFrame fabric banner	4500 x 7000 (3 available)	\$165 + GST per day	Requires MCEC rigging at an additional cost. Please contact your event planner for details.
		4500 x 3000 (1 available)	\$165 + GST per day	
Exhibition Bay Door Entry	Self-adhesive vinyl	1300mm x 2500mm 8 panels available (Door 15) 6 panels available (Door 16-19)	\$110 + GST per day	Requires accredited rigging at an additional cost. Only available if booking Bays 21-26. Specific Door signage is relevant to the Bays booked. Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.

Convention Centre



Convention Centre

Digital Signage



Main Foyer LED Walls

Dimensions W x H (px)	1280 x 720
File Type	Jpeg
Quantity	4 sites available

Please note

Multiple sites available for full convention centre bookings.

Plenary Registration Desk

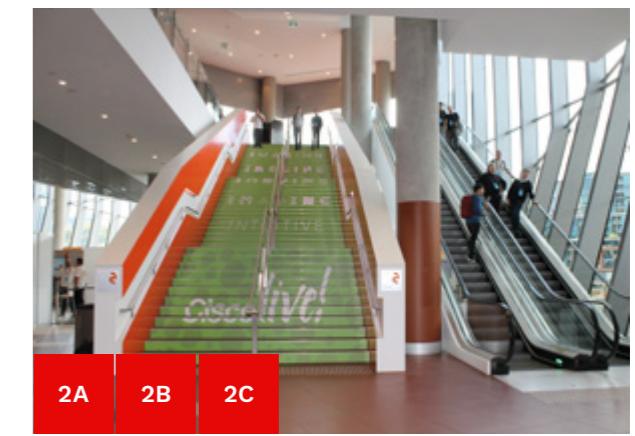
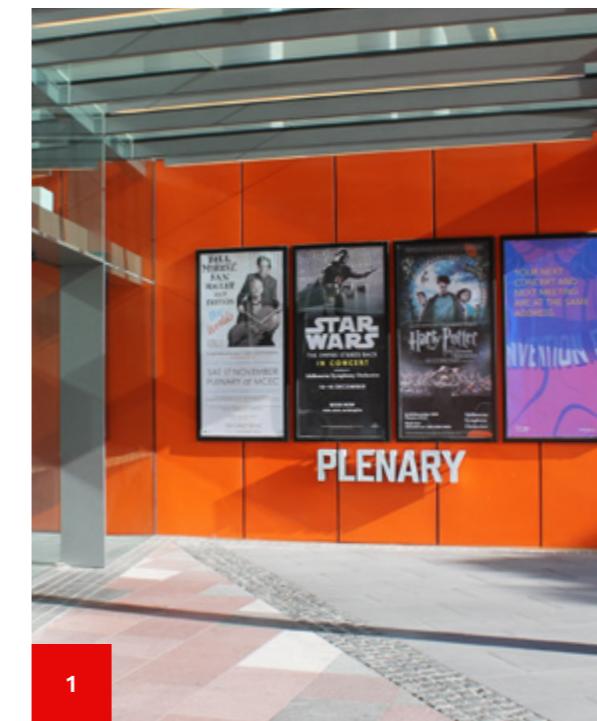
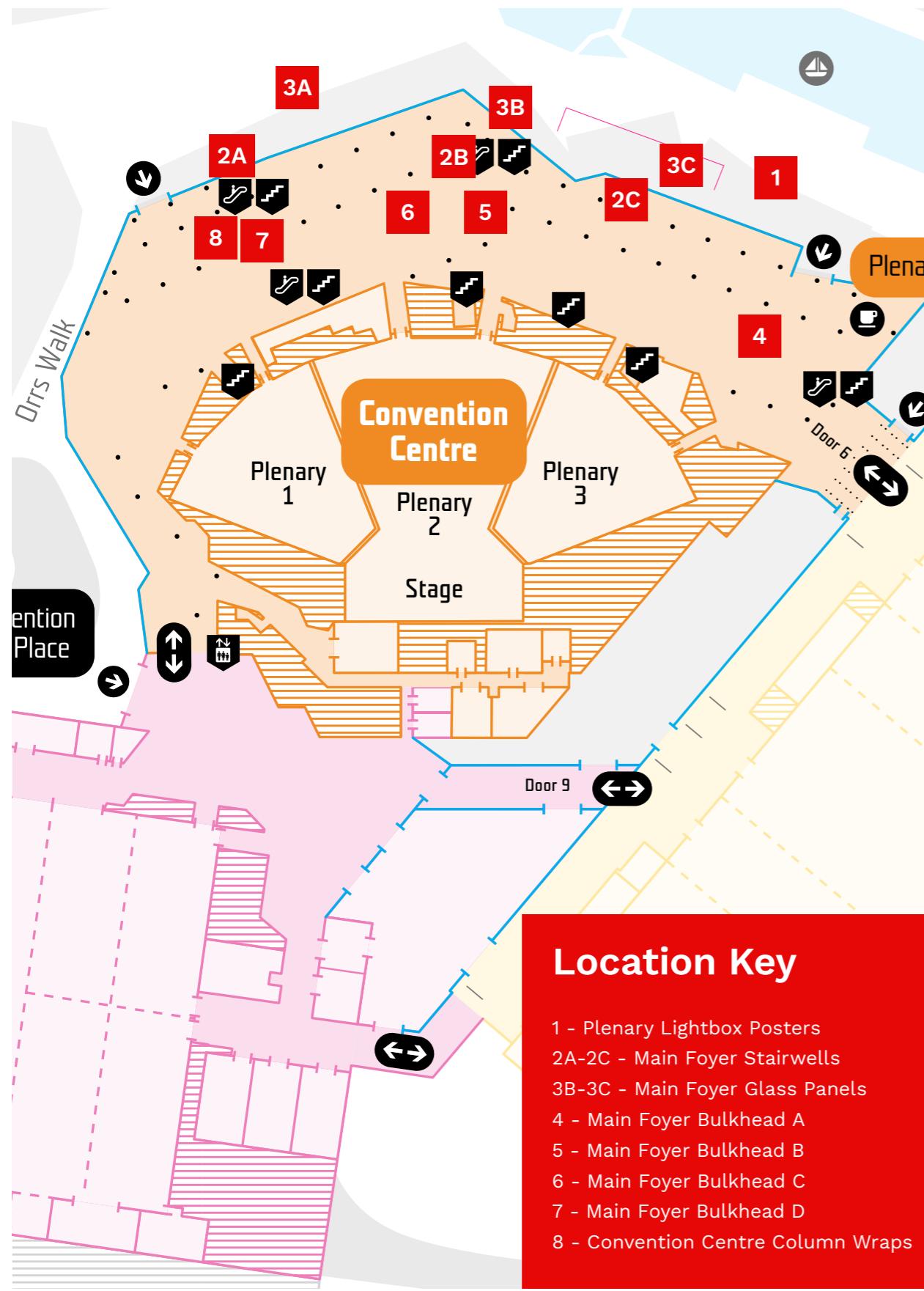
Dimensions W x H (px)	1920 x 1080
File Type	Jpeg
Quantity	1 site available

Please note

Only available for events in Plenary.

Convention Centre

Printed Signage



Main Foyer Stairwells

Material	Self-adhesive vinyl
Dimensions W x H (mm)	Stair 1: 4090 x 150 per stair Stair 2: 3600 x 150 per stair Stair 3: 3000 x 150 per stair
Space Hire Fee	\$110 + GST per day
Quantity	4 stairwells available
2A	47 stairs in 3 sections 16+16+15 (top to bottom)
2B	44 stairs in 3 sections 16+16+12 (top to bottom)
2C	44 stairs in 3 sections 16+16+12 (top to bottom)

Plenary Lightbox Posters

Material	Synthetic paper
Dimensions W x H (mm)	951 x 1924
Space Hire Fee	\$600 + GST per poster per month Includes space hire, printing, installation and removal.
Artwork	Final artwork to be provided as a print ready PDF with crop marks. Please share your artwork with your Event Planner at least two weeks prior to installation date.

Please note

Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.



Main Foyer Glass Panels

Material	Self-adhesive vinyl
Dimensions W x H (mm)	1900 x 2500 per panel
Space Hire Fee	\$300 + GST per day

Please note

Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.

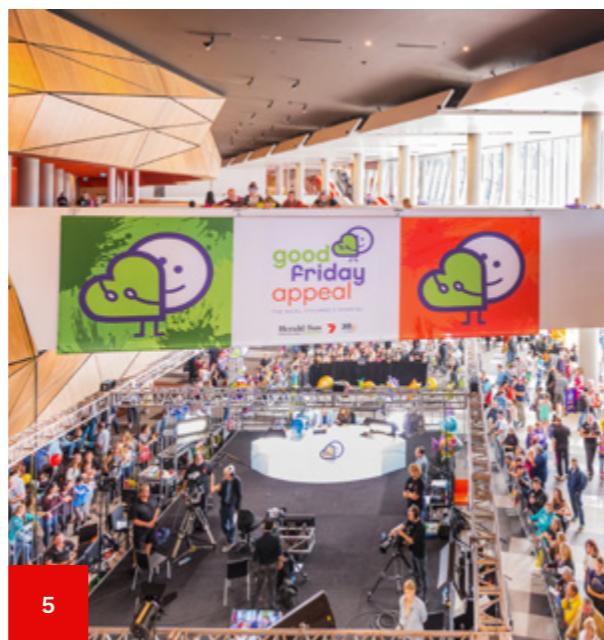


Main Foyer Bulkhead A

Material	FabFrame fabric banner
Dimensions W x H (mm)	8850 x 2400
Space Hire Fee	\$165 + GST per day

Please note

Requires MCEC rigging at an additional cost.



Main Foyer Bulkhead B

Material	FabFrame fabric banner
Dimensions W x H (mm)	10000 x 2600
Space Hire Fee	\$165 + GST per day

Please note

Requires MCEC rigging at an additional cost.



Main Foyer Bulkhead C

Material	FabFrame fabric banner
Dimensions W x H (mm)	10000 x 2600
Space Hire Fee	\$165 + GST per day

Please note

Requires MCEC rigging at an additional cost.



Main Foyer Bulkhead D

Material	FabFrame fabric banner
Dimensions W x H (mm)	10000 x 3500
Space Hire Fee	\$165 + GST per day

Please note

Requires MCEC rigging at an additional cost.



Convention Centre Column Wraps

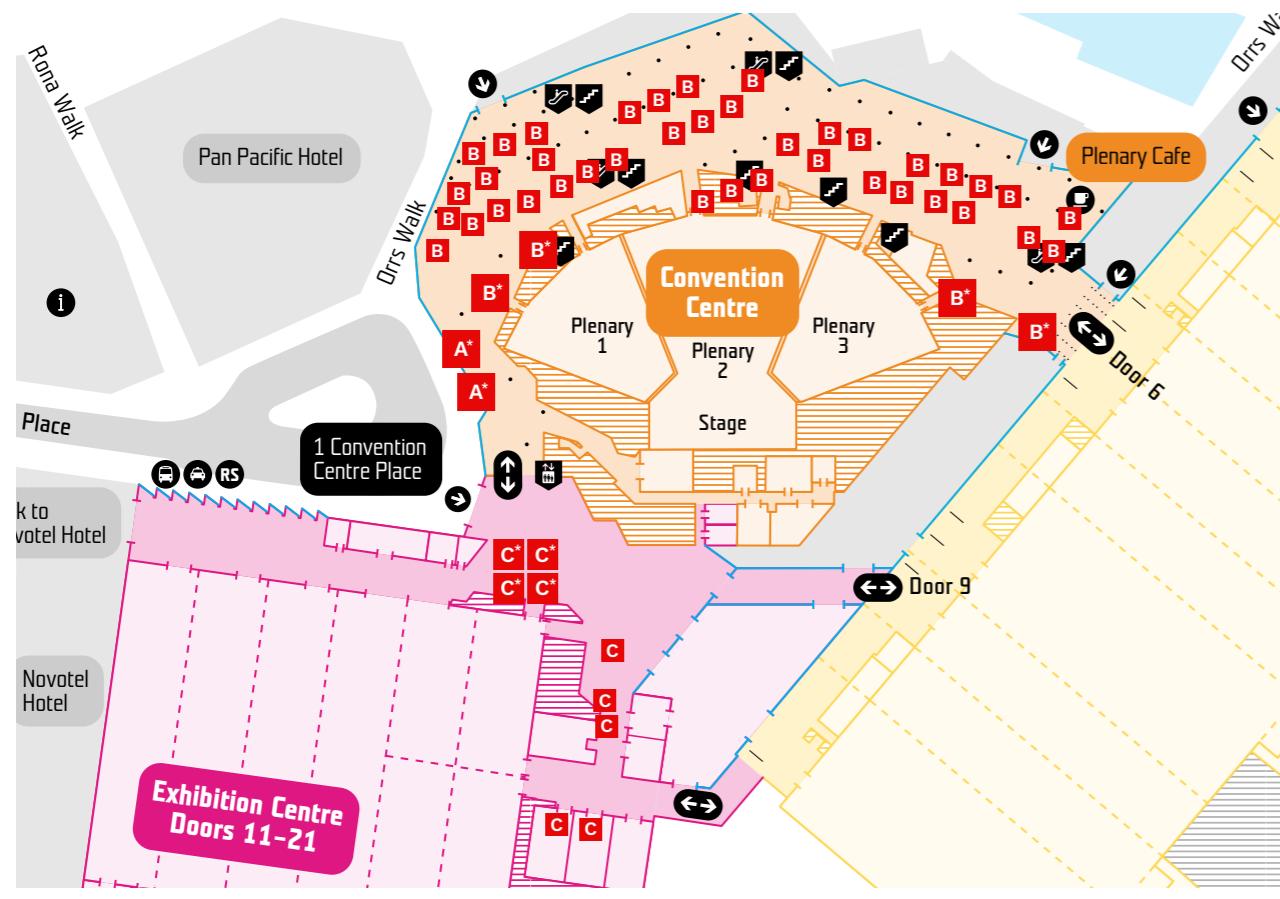
Material	Non-adhesive fabric with velcro
Dimensions W x H (mm)	Sizes vary, refer to map on page 41 for details.
Space Hire Fee	\$110 + GST per day
Quantity	All columns in Convention Centre

Please note

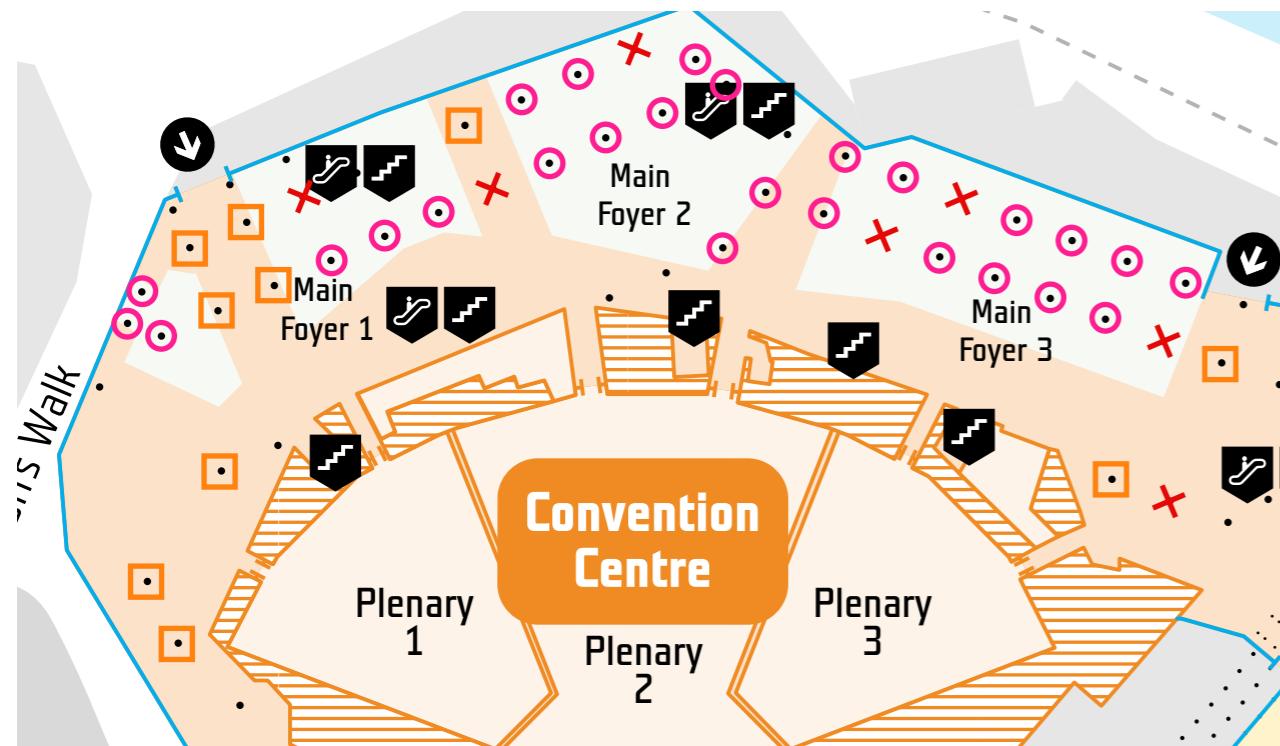
Measurements include an additional 50mm width for adhesive overlap. Refer to the maps below.

Column Wraps

Ground



Ground (zoomed in)

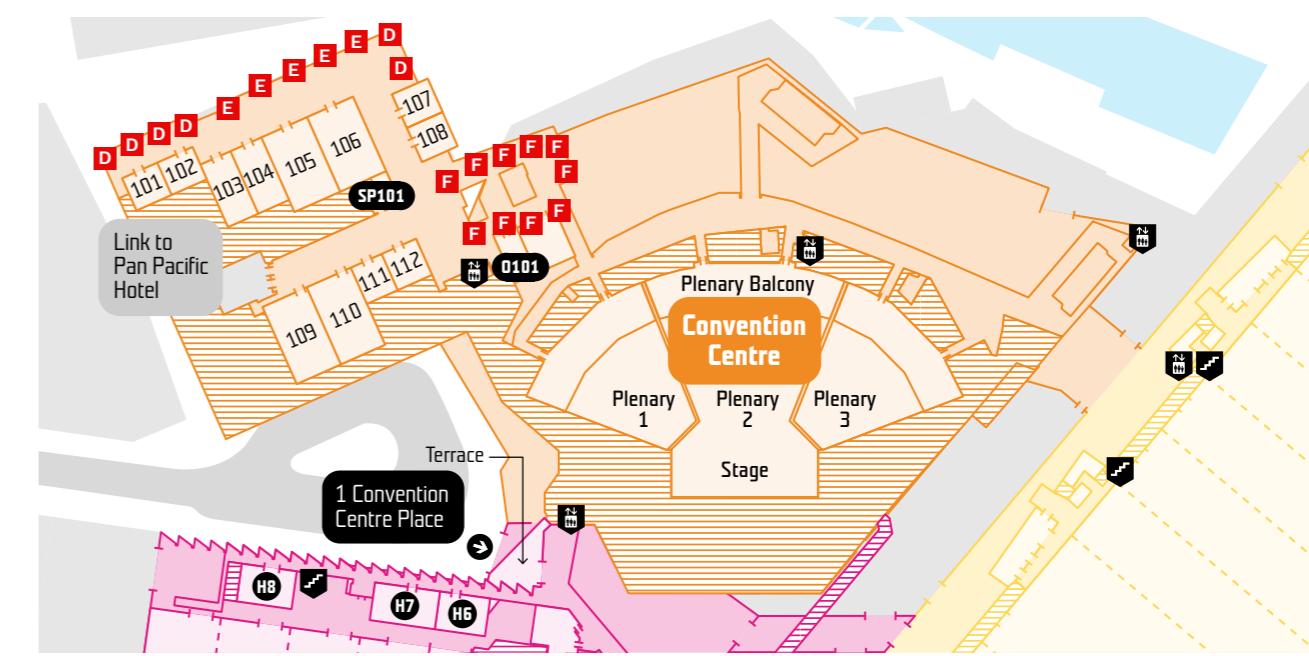


✗ Cannot be labelled; it features a temperature reader/sensor.

○ The space can be branded and licensed.

□ Branding possible; Venue approval required for neutral space and/or full centre buyout.

Level 1



Level 2



Column	Dimensions W x H (mm)	Column	Dimensions W x H (mm)
A	2500 x 3000	E	2020 x 2050
B	2630 x 3000	F	2610 x 3000
C	2430 x 3000	G	1640 x 3000
D	2050 x 3000	H	3025 x 3000

Please note

Measurements include a 50mm -adhesive overlap.



Main Foyer Bulkhead B

Convention Centre

Signage Specifications

Signage in your licensed area is included free of charge, and your Event Planner can help you choose what works best. You'll just need to organise printing and installation.

Want to add signage outside of your licensed area? Additional fees may apply and space is limited. Chat with your Event Planner to see what's possible.

Digital Signage

Signage	File Type	Dimensions W x H (px)	Notes
Main Foyer LED Walls	JPG	1280 x 720	Multiple sites available for full convention centre bookings.
Plenary Registration Desk	JPG	1920 x 1080 (per screen)	Only available for events in Plenary.

Printed Signage

Signage	Material	Dimensions W x H (mm)	Space Hire Fee	Notes
Plenary Lightbox Posters	Synthetic paper	951 x 1924	\$600 + GST per poster per month Includes space hire, printing, installation and removal.	Final artwork to be provided as a print ready PDF with crop marks. Artwork to be sent to Event Planner at least one month prior to installation date.
Main Foyer Stairwells	Self-adhesive vinyl	4090 x 150 per stair (stair 1) 4090 x 150 per stair (stair 2) 3000 x 150 per stair (stair 3) xxxx x xxx per stair (stair 4)	\$110 + GST per day	3 x 12 stairs available. 2.1 47 stairs in 3 sections 16+16+15 (top to bottom) 2.2 44 stairs in 3 sections 16+16+12 (top to bottom) 2.3 44 stairs in 3 sections 16+16+12 (top to bottom) Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.
Main Foyer Glass Panels	Self-adhesive vinyl	1900 x 2500 per panel	\$300 + GST per day	Additional cleaning or damage fees may apply if any residue or damage remains after the decal is removed.
Main Foyer Bulkhead A	FabFrame fabric banner	8850 x 2400	\$165 + GST per day	Requires MCEC rigging at an additional cost.
Main Foyer Bulkhead B	FabFrame fabric banner	10000 x 2600	\$165 + GST per day	Requires MCEC rigging at an additional cost.
Main Foyer Bulkhead C	FabFrame fabric banner	10000 x 2600	\$165 + GST per day	Requires MCEC rigging at an additional cost.
Main Foyer Bulkhead D	FabFrame fabric banner	10000 x 3500	\$165 + GST per day	Requires MCEC rigging at an additional cost.
Convention Centre Column Wraps	Non-adhesive fabric with velcro	Sizes vary, please refer to map on page 41 for details.	\$110 + GST per day	Measurements include an additional 50mm width for adhesive overlap.

Marketing Opportunities

For pre-event promotions, explore our extensive marketing and promotional platforms. Our team can help you connect with over three million primed potential attendees.

And the best part?
Many of them won't cost you a cent.

[Explore our Marketing Opportunities Guide](#)



Clarendon Street Glass Façade - 28 panels

Website What's On Page

A screenshot of the MCEC website's 'What's on' page. The page has a red header with the title 'What's on'. Below the header, there is a search bar and a filter section with dropdown menus for 'All', 'events for Everyone', and 'on Any date'. There are two main event cards: one for 'Diary of a Wimpy Kid: The Hot Mess Show' featuring a man in a black shirt and a cartoon character, and another for 'Skyline Melbourne | Ferris Wheel' showing a ferris wheel against a sunset. The footer of the page includes a 'Search for an event' bar and a 'Speaker and educational | The arts' section.

Digital Signage



Terms and Conditions

Approvals and Availability

Your event signage and advertising is subject to availability and approval by MCEC.

Inside your licensed space

Event signage and advertising within your licensed space, including foyers/concourse, is complimentary.

Installation on the concourse can only take place between 1900 and 0700, this may be restricted to allow for other events taking place during that time. Confirm with your Event Planner.

Outside your licensed space and tenancy time

Event signage and advertising outside your licensed space and/or tenancy time is available at a daily rate fee listed at the end of this document.

- For outdoor signage, the rule is first in, best dressed.
- For indoor signage, pending other events taking place in the venue, MCEC may permit signage to be installed:

 - Earlier if the space is available.
 - Outside your licensed space if the other organisers in your area of interest are not using all the signage opportunities within licensed space (foyers, concourse) at least one month prior to your event. MCEC will inform you of the decision in writing one month prior.

Approvals rules

- All signage and advertising are to be submitted to your Event Planner for review no less than six weeks prior to the commencement of your event (plan, positioning, and artwork).
- Obscene, indecent, inflammatory, pornographic, misleading, deceptive, nudity, malice, swearing or potentially defamatory material is not permitted.
- Promotion of racist, violent, sexual, religious or political messages is not permitted.
- Installation methods to be used (e.g. -adhesive) are subject to approval.

Responsibilities

It is your responsibility to:

- Arrange for the design, printing, delivery, installation and removal of all your signage within the agreed contracted time with the exception of outdoor signage and where specified in this document.
- Ensure that the installation within or outside your licensed space does not cause disruption to other events in the venue.
- Ensure that your signage does not impede access or exits to the venue, block fire hose/hydrant locations, safety signage, CCTV.

Charges

- Any signage and advertising cancellation outside your licensed area will incur a 10% fee and a 100% if notified less than one month prior to your event.
- Failure to have all event signage removed on the last day of event tenancy will incur charges.
- Any damage caused by the installation or removal of signage will incur charges.
- Any -adhesive residue will incur cleaning and/or repair charges.

Application of the Terms and Conditions

- These Conditions form part of the MCEC Licence Agreement between MCEC and the Licensee and apply to all event signage and advertising transactions entered into between MCEC and the Licensee in connection with the Event. By executing the MCEC Licence Agreement, the Licensee agrees to be bound by these Conditions.
- Unless stated otherwise, all capitalised terms used in these Terms and Conditions have the meaning given in the MCEC Licence Agreement.
- Unless otherwise agreed by MCEC, the event signage and advertising must only be used for the purpose of promoting the Licensee's licensed Event.
- Notwithstanding the approval of any material by MCEC, MCEC may give the Licensee written notice requiring the material to be removed immediately if MCEC considers that any material breaches these Terms and Conditions or the MCEC Licence Agreement. If the Licensee does not remove the material in accordance with this clause, then MCEC may remove the material and the cost of such removal will be a debt due and owing by the Licensee to MCEC.
- To the extent permitted by law, MCEC is not liable for any damage to materials that occurs while the materials are located at the venue.
- For the avoidance of doubt and without limiting any other provision, the Licensee's obligations with respect to insurance, indemnities, use of the Centre and occupational health and safety under the MCEC Licence Agreement apply to any activity undertaken by the Licensee under these Terms and Conditions.



Ready to make a statement with your signage?

Chat with your Event
Planner today.

