

# THE WESTIN

PERTH

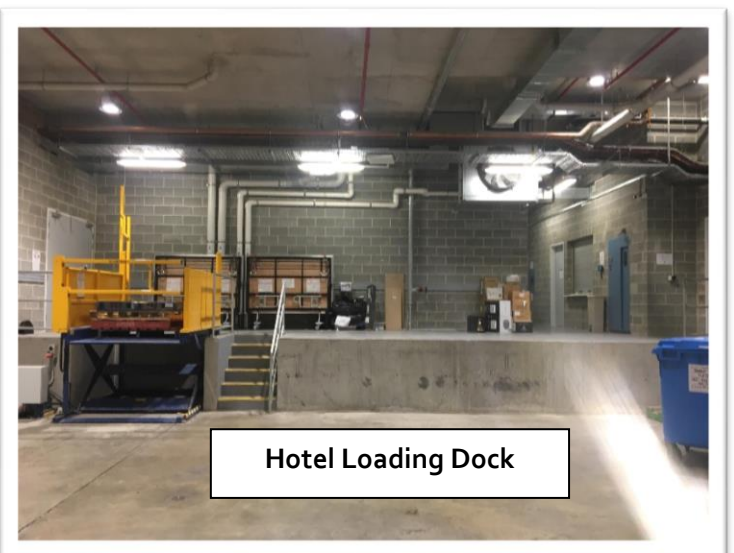
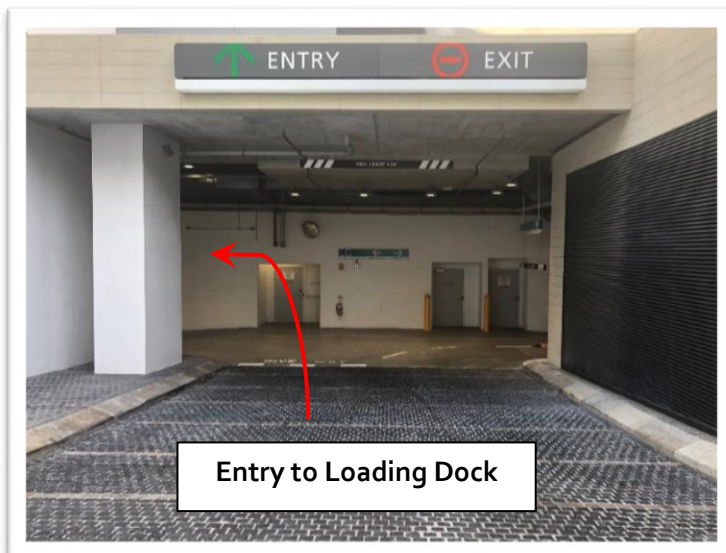
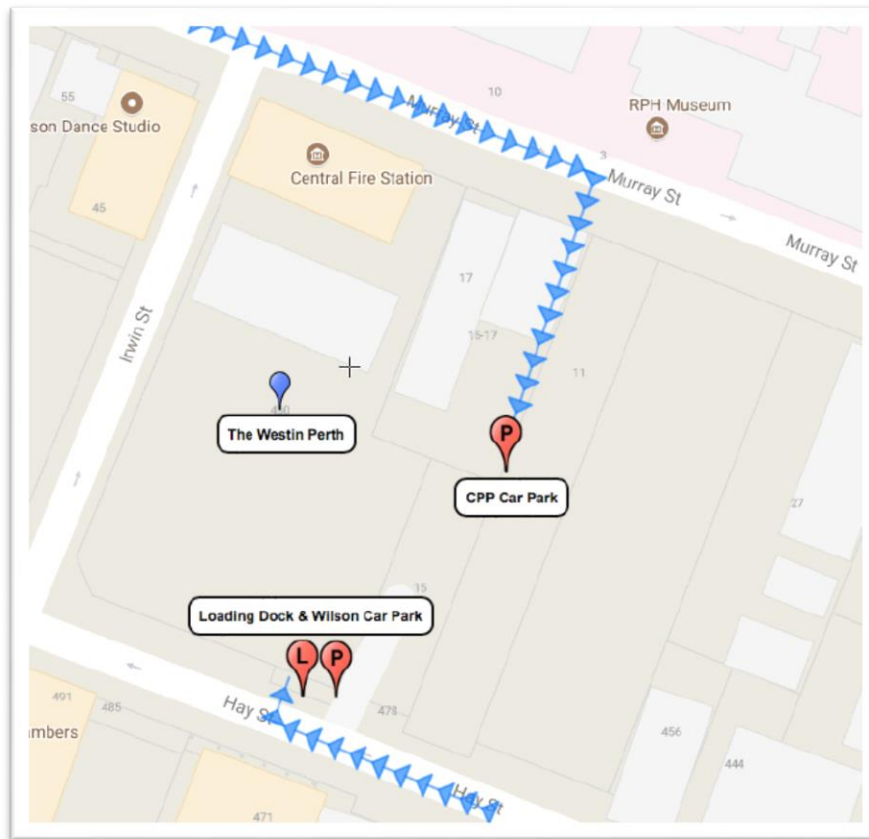
Hotel Address: 480 Hay St Perth WA 6000

## LOADING DOCK ACCESS

Access to The Westin loading dock is via the hotel car park entrance on Hay Street. (see below map)  
**Strictly no deliveries will be accepted at hotel reception.**

For delivery assistance, contact: Hotel Duty Manager 0498 989 875

Contractors can unload and load in the loading bay as designated but must not park for the entirety of the event in this area. Parking is available via the Wilson Car Park under the hotel or the City of Perth Car Park.



## CONTRACTOR SIGN IN:

When entering the hotels loading dock and before unloading your equipment you and your staff are required to sign in. To sign in please call the Duty Manager phone on 0498 989 875. They will sign you in and provide you with printed name badges and function access keys. You must wear the temporary contractor badge at all times. You will then be required to return badge and any access keys at the end of the day.

## ROLLER DOOR ENTRANCE

- Height is 4.2m

## GOODS AND SERVICE LIFT

- Door Width is 1280mm
- Door Height is 2400mm
- Lift length is 2050mm

## OTHER

- The loading dock is not a storage facility, equipment and items can be placed in this zone however not to be left for any long period of time under any circumstances.
- All corridors, passage ways and trafficable areas must be kept clear and clean at all times, no equipment is to be left unattended in any of these areas.
- Lift access for the events is strictly from the back of house lifts only, no front of house guest lift access is allowed.
- Delivery labels can be provided to attach to all items being sent to Westin Hotel
- Ensure all items being picked up from Westin has a return label & a signed consignment note attached before being collected by Courier.