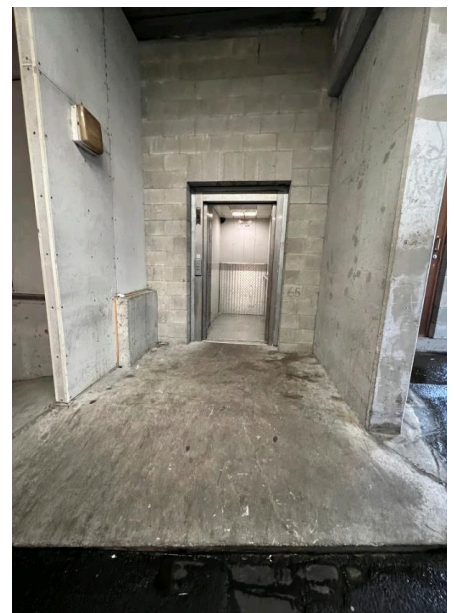
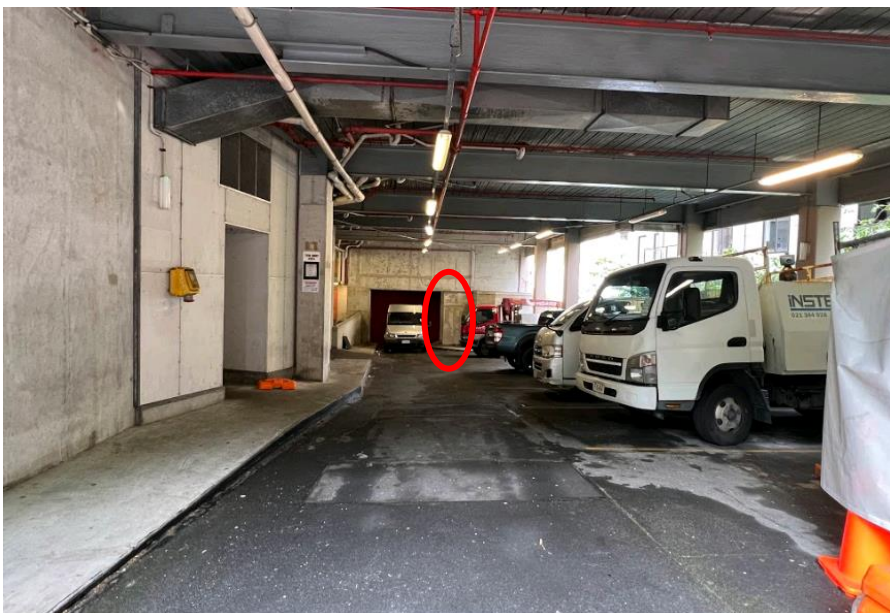


## Event Load-in Access

### 1<sup>ST</sup> ACCESS POINT; Vincent Street Contractor Carpark & Service Elevator

This entry point is dedicated to external contractors and direct access to the ballroom level through the Banquets Kitchen.

- Entry from this access point must be scheduled with your designated Grand Millennium Event Coordinator, outside of scheduled times this access point will be locked.
- **Vehicle Height Restriction** MAX 3.2m
- **Vincent Street Service Elevator Dimensions**
  - o WIDTH – 1m
  - o HEIGHT – 2m
  - o LENGTH – 2.1m
  - o 1000KG limit
- Once you enter the elevator you will be on Level 1 (Vincent Street Level), to reach the ballroom you will need to press 2 (Level 2, Ballroom Level).
- The elevator Access is on a slight slope, with a small step up to get into the elevator.
- Please note that this carpark is shared with all contractors and external suppliers working within the hotel, if you require long term parking please enquire with you designated Event coordinator.
- Vehicles May only be parked directly in front of the elevator whilst unloading and must not stay parked in this position as the Red Rollaway door by the elevator leads through to our secondary load in access.

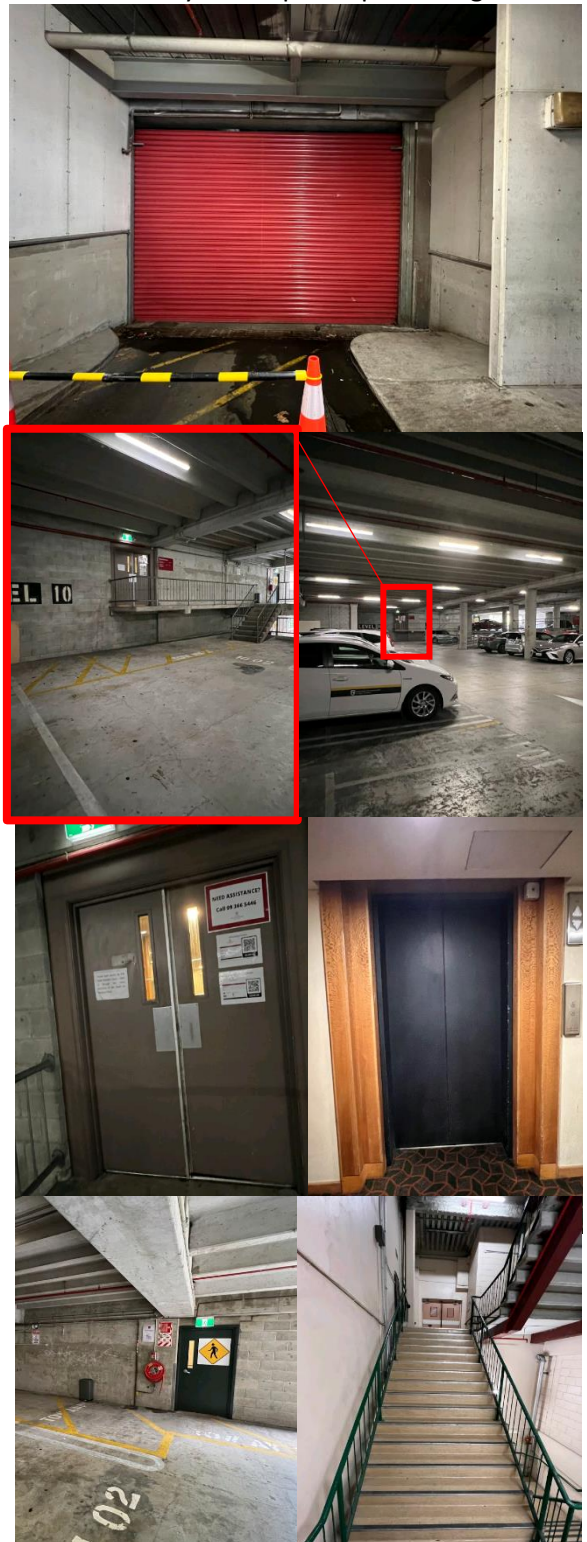


## Event Load-in Access

### 2<sup>ND</sup> ACCESS POINT; Vincent Street Rollaway Door / Guest Carpark Elevator

This entry point is directly adjacent from the Service elevator, the red rollaway door opens up allowing vehicles to enter the car parking building directly onto level 10.

- Entry from this access point must be scheduled with your designated Grand Millennium Event Coordinator, outside of scheduled times this access point will be locked.
- **Vehicle Height Restriction** MAX 3.2m
- **Guest Carpark Elevator Dimensions**
  - o WIDTH – 1m
  - o HEIGHT – 2m
  - o LENGTH – 1.6m
  - o 885kg LIMIT
- Items being unloaded can be carried up the ramp or stairs leading through the Atrium Level Doors, to the Carpark elevator.
- Vehicles 2m and under can drive up on to level 11 for closer access to unload through the Atrium Level Door.
- Once Loaded in the Elevator The Ballroom Level is One Level up (B, for Ballroom)
- An alternative entry way through this carpark is the Emergency Stairwell, this leads directly through to the ballroom. Using this Access point items will have to be carried up one flight of stairs.
- **Emergency Stairwell Door Dimensions**
  - o 1.95m HEIGHT
  - o 0.95m WIDTH

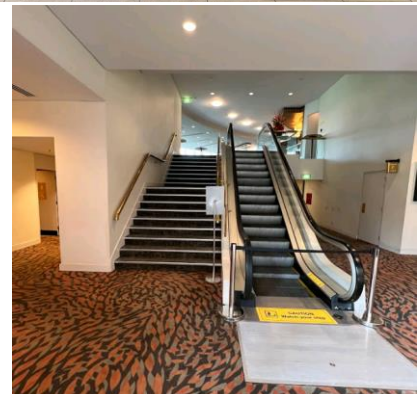
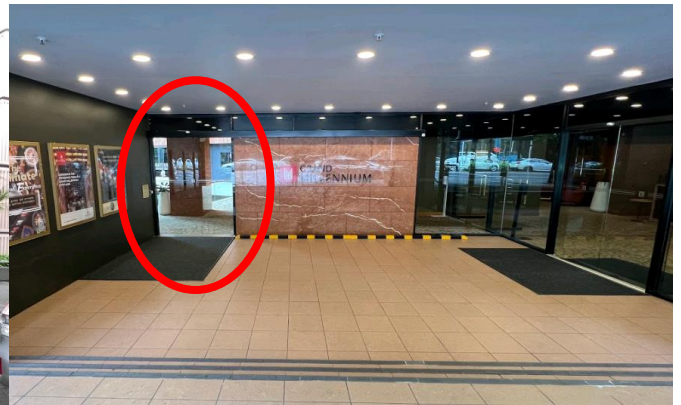
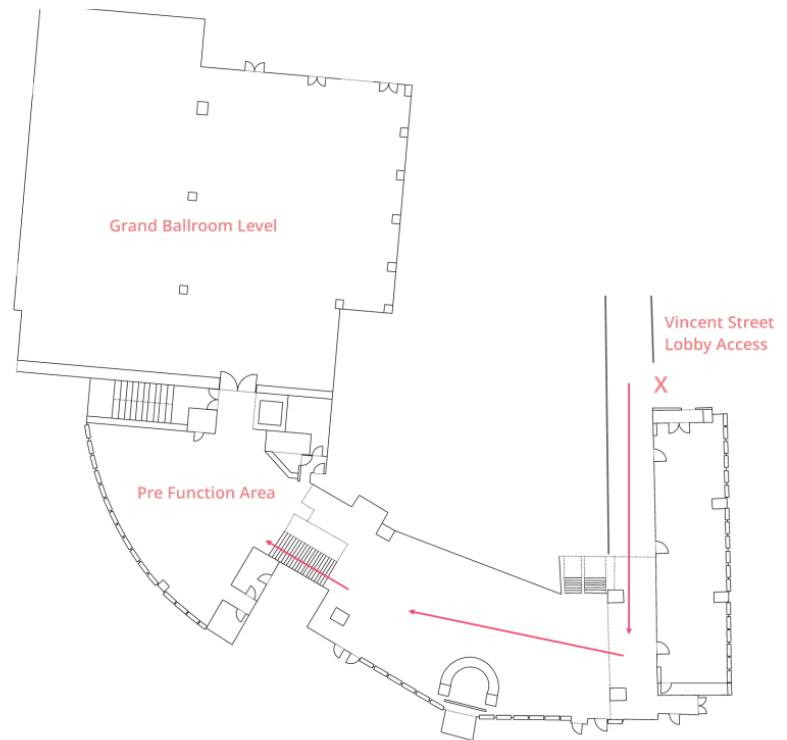




### 3<sup>RD</sup> ACCESS POINT; Vincent Street Lobby / Atrium Lobby

This access point is reserved for suppliers that due to restrictions cannot use the first two access points (Vincent Street Lobby Service Elevator & Guest Carpark Elevator). **\*Load in Time Limited to hours between 10pm–11am\***

- Entry from this access point must be scheduled with your designated Grand Millennium Event Coordinator, outside of scheduled times this access point will be locked.
- The Coach Bay may be used as a loading zone when not occupied.
- Unloaded items will be brought through this way will have to be carried down two steps to make it into the doorway, across the atrium Bar level and up the stairs through the Pre-Function Area.
- When using this access point please be courteous of in-house guests who may be using this shared space.



## Event Load-in Access

