

# DELIVERY ADVICE FORM

Please email this form to your allocated Hotel event coordinator.

Name of Event/Conference:	Date of Collection:
Company/Stand Name:	Intended Date of Delivery:
Contact Name Exhibitor:	LOADING DOCK Items Sent To:
Courier Company:	Qty of Individual Boxes:
Courier Phone:	Qty of Pallets/Dimensions:
Exhibition/Event Start Date:	

## SENDER DETAILS

Company Name:	Phone:	
Company Address:	Mobile:	
State:	Postcode:	Fax:
		Email:



  
HOTEL GRAND  
CHANCELLOR  
HOBART

**HCEC**

HOBART  
CONVENTION &  
EXHIBITION CENTRE