

Chief Data & Analytics Officer

UK February 7-8, 2023

SHIPPING INFORMATION

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Please schedule your packages to arrive no earlier than 2 business days (February 3) prior to the start of the event.

Suggested format for shipping label:

TO:
etc venues 155 Bishopsgate,
1st Floor
155 Bishopsgate, London EC2M 3TP
Tel: +44 (O) 20 3735 4400
Event Managers Name: Molly Alexander
CDAO UK 7-8 Feb, 2023 (Corinium)

FAO:
Your Representative's Name: _____
Your Telephone Number: _____
Your Company Name: _____
Package: __ of __

Once you have your tracking numbers, please send them to Molly Alexander in case we need to assist with locating/tracking at the venue. Tracking numbers are due to Molly by Thursday, February 2.

RETURN SHIPPING INFORMATION

Please include a **RETURN PRE-PAID SHIPPING LABEL** with your original package. Once the event is over, your team will be responsible for packing up your booth/exhibit. We will have some extra packing tape onsite to help seal any outgoing packages.

Your team will be instructed to leave any outgoing shipments on the table of your exhibit after **scheduling a pick-up with your shipping provider (FedEx, UPS, USPS)** to be picked up at the venue's shipping room. The venue will bring your packages to the shipping room on your behalf. These must be sealed and with a completed pre-paid shipping label.

Any questions, please feel free to reach out to
Molly.Alexander@coriniumgroup.com