

TO:

**Monarch Lock Up c/o Security
HILTON BIRMINGHAM METROPOLE
NEC
BIRMINGHAM
B40 1PP**

SENDER DETAILS:

NAME:

ADDRESS:

TELEPHONE NO:

NUMBER OF BOXES

CONTENTS

BOX

OF

EVENT MGR

Helen Bourke, AELP

NAME OF EVENT:

AELP Autumn Conference 2013

DATE OF EVENT:

22, October 2013

ROOM NAME:

Princes Suite

STAND NAME:

STAND NO:

DELIVERIES WILL ONLY BE EXCEPTED AT SECURITY

MONDAY - FRIDAY 0600 - 1600 HRS

SATURDAY 0600 - 1300 HRS

BOXES/MATERIALS ETC WILL NOT BE ACCEPTED MORE THAN 2

WORKING DAYS PRIOR TO THE EVENT DATE

Please note that the hotel does not accept responsibility for
the loss or damage of any materials accepted/stored by the hotel.