



**DELIVERY ADDRESS:**

**C/O Senior Duty Manager  
SKYCITY AUCKLAND CONVENTION CENTRE  
LOADING DOCK  
88 Federal Street  
Auckland  
New Zealand**

<b>EVENT NAME</b>	<b>ALGIM Annual Conference</b>		
<b>STAND/BOOTH NAME &amp; NUMBER</b> <small>(if applicable)</small>			
<b>EVENT DATE</b>	<b>21 – 23 November 2016</b>		
<b>EVENT ROOM NAME</b>			
<b>SKYCITY CONTACT</b>	<b>Ashleigh Keesing 09 363 6277 or 64 21 674 839</b>		
<b>Loading Dock</b>	<b>09 363 7166 or 021 496 189</b>		
<b>SENDER DETAILS</b>			
<b>SENDER NAME</b>		<b>COMPANY</b>	
<b>ADDRESS</b>		<b>PHONE #</b>	
<b>INSERT DESCRIPTION</b>			
<b>INSERT DESCRIPTION:</b>			
<b>NUMBER OF BOXES:</b>			

Please ensure all Courier forms and customs requirements are filled out correctly. SHIP TO: (name and contact number of person who will be receiving goods from your company at SKYCITY, NOT the SKYCITY contact.