



## **VANCOUVER CONVENTION CENTRE SHIPPING LABEL**

Please find below a pre-addressed mailing label for the **Vancouver Convention Centre**. We have provided this template so that you can easily fill in the blanks and photocopy as many pre-addressed labels as you need. All of our mailing information is included for your convenience – however we ask that you please fill in the remaining sections, especially the **EVENT NAME** and your **EXHIBITOR COMPANY NAME**.

Please note that every event at the Vancouver Convention Centre has an official move-in date. The Vancouver Convention Centre is unable to store exhibitor freight prior to any event due to the limited storage facilities. We reserve the right to refuse delivery of exhibitor freight that arrives at the facility prior to the appropriate move-in date. Please consult with your Event Management Company if you require more details regarding move-in dates or official freight storage. Also feel free to contact the Vancouver Convention Centre and ask to speak with your Event Manager.

**Send To:**

**VANCOUVER CONVENTION CENTRE  
Attention: Dock Office  
Via Waterfront Road Truck Route  
1055 Canada Place  
Vancouver, B.C.  
Canada  
V6C 0C3  
Contact Guest Services (604) 647-7299**

**Details: Event Name:** ARCHITECTUAL INSTITUTE OF BC 2013 CONFERENCE

**Event Number:** 36642

**Event Date:** OCTOBER 23-25, 2013

**Booth Number:** \_\_\_\_\_

**Contact Name:** MS. RENEE GIESSE **Event Manager**

**Exhibitor Name & Phone Number:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_