

## HiNZ Booth Materials Delivery Form 1 – International or Early Deliveries

Use this form for:

- any goods sent **internationally**, from a location outside of New Zealand
- any goods that will arrive in Wellington **earlier than** Monday 19 November

DELIVERY DETAILS	
Event Name	HiNZ Conference
Event Date	21 – 23 November 2018
Delivery Address	<b>Mainfreight Wellington</b> 81 Aotea Quay Pipitea Wellington 6011 New Zealand
ATTENTION TO MAINFREIGHT	ATTN DELIVERY TO JOHN GRAHAM, Mainfreight Please store on site. Delivery to TSB Arena must be on Tue 20 November. Your HiNZ contact is Steve 027 444 2970
SENDER DETAILS	
EXHIBITOR Booth Name (Your brand)	
EXHIBITOR Booth Number	
SENDER Company	
SENDER Contact Person	
SENDER Mobile Phone	
MATERIALS	
Materials Description	
Number of boxes sent	_____ of _____ boxes

**THIS FORM **MUST** BE ATTACHED TO THE OUTSIDE OF **EVERY** BOX/PALLET SENT  
(OR THERE WILL BE DELAYS IN GETTING YOUR MATERIAL DELIVERED TO YOUR BOOTH)**

If sending delegate bag inserts, you must also attach the DELEGATE INSERTS LABEL to that box.

**Questions?** We are here to help. Contact Steve at [operations@hinz.org.nz](mailto:operations@hinz.org.nz)