

THE WESTIN PHILADELPHIA

The following information must be labeled on all packages:

PAD Conference - September 19th
Exhibit Company: _____

The Westin Philadelphia
99 S. 17th Street
Philadelphia, PA 19103

SHIPPING INFORMATION	
Please fill in and return to your hotel contact once your shipment has been sent	
NUMBER OF ITEMS SHIPPED:	
DESCRIPTION OF SHIPMENT: (plastic case on wheels, cardboard boxes etc)	
SHIPPING METHOD: (FedEx, UPS, Name of Courier)	
TRACKING NUMBERS:	
DATE ITEMS SHOULD ARRIVE:	
TO WHOM ITEMS WERE SHIPPED: (name of person/company on shipping label)	

Additional Shipping Information:

- We request that materials are scheduled for delivery not earlier than **Monday, September 16th, 2024**.
- Pick-up and delivery of items over 100 pounds is the responsibility of the group/exhibitor/sponsor.
- Return shipping costs cannot be billed to the hotel. Please attach a shipment label to each box with your complete billing and contact information.
- If a courier will pick-up a shipment after the conclusion of the program, please clearly label your shipment with the name and phone number of the courier, scheduled pick-up date/time and the shippers contact information.