|  |  |  |
| --- | --- | --- |
|  | **EVENT DELIVERY LABEL** |  |
| **Deliver to:** Melissa Healey | **Royal Randwick Racecourse****Loading Dock**QEII GrandstandLoading DockGate 1 Alison RoadRandwick, NSW 2031 |
| Event Name: **AUTO GLASS TRADE SHOW** |
| Event Date: **SATURDAY 25 MARCH 2023** |
| Venue: **QEII GRANDSTAND GROUND LEVEL** **KENSINGTON ROOM** |
| **Sender Details** |
| Contact Name: | Contact Number: |
| Exhibitor / Event Organiser(*Please Circle)* | Booth Number:*(For Exhibitors)* |
| Item\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_ |

**Please note Loading Dock hours of Operation: MONDAY – FRIDAY 0700 – 1500**

**The above delivery label needs to be completed accurately in order to ensure the arrival and correct allocation of your goods.**

If you intend to dispatch your goods via a courier from the Australian Turf Club after the event, it is important for you to:

* Bring a consignment note with you (note that TNT customers need a consignment note for every 8 items).
* Make sure the consignment note is completed correctly.
* Ensure that every package has a label with your return address and the number of items on it (e.g. package 3 of 5).
* Remove all obsolete labels from packages.
* Please keep your copy of the consignment note for your future reference and the tracking of goods through your courier company.

**Goods are to be collected within 48 hours after the conclusion of the event.**

**Please Note:**

* Please note that all goods / property brought into the Australian Turf Club by an exhibitor is done so at the sole risk of the exhibitor.
* The Australian Turf Club is not responsible for any damage to or theft from the event.
* Storage charges will apply for goods not collected after this time (48 hours after the event conclusion).

The Australian Turf Club reserves the right to dispose of any remaining goods one (1) week after the conclusion of the event. Disposal of any remaining good may incur a removal charge.

