

**CORDIS**  
HOTELS & RESORTS  
AUCKLAND

**DELIVERY LABEL & INSTRUCTIONS**

**NAME OF EVENT:** Trafinz Conference 2023

**DATE OF EVENT:** Wednesday 6<sup>th</sup> September – Friday 8<sup>th</sup> September

**DELIVER TO:** The Loading Bay  
**Cordis, Auckland**  
Liverpool Street  
Auckland, New Zealand

**ATTENTION TO:**

EVENTS DEPARTMENT

**SENDERS DETAILS:**

**Name:**

**Address:**

**Phone No:**

**FUNCTION ROOM NAME:**

If exhibiting:

**STAND NAME:**

**STAND NUMBER (If known)**

**NUMBER OF BOXES:**

**BOX:**

**OF**

**DELIVERIES WILL ONLY BE ACCEPTED AT THE LOADING BAY**

**MONDAY – FRIDAY 08:00AM – 4:00PM**

**BOXES/MATERIALS ETC WILL NOT BE ACCEPTED MORE THAN 2 WORKING DAYS PRIOR TO THE EVENT DATE**

*Please note that the hotel does not accept responsibility for the loss or damage of any materials accepted/stored by the hotel.*