**Delivery Label**

Please complete this form, print and attach to any deliveries that are being made to

Clayton Hotel Burlington Road.

All deliveries must be delivered to the Purchasing Department at the back of the hotel.

For assistance, please contact the Duty Manager on 00 353 1 618 5600.

|  |  |
| --- | --- |
| **Name of Event / Conference/ ADD YOUR COMPANY NAME AS WELL:** | **MEDTECH SUMMIT/INFORMA** |
| **Date of Event / Conference:** | **20/06/2022** |
| **Meeting Rooms:** | **PEMBROKE & HERBERT**  **(EXHIBITION)** |
| **YOUR COMPANY NAME &**  **Telephone Number of Sender** |  |
| **Number of Boxes / Items** | ­­­­­­­­­­­ **This is box ­\_\_\_\_\_­­\_\_\_ of ­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_**  **­­­­­­­­­­­­­­** |
| **Contents** |  |
| **Name of Hotel Contact** | Deirdre O’Sullivan |