**CONTENT:**

## **BOX NUMBER:**

## **TOTAL NUMBER OF BOXES:**

**SENT FROM:**

**NAME:**

**ADDRESS:**

# **CONFERENCE / MEETING ROOM:**

# **ATTENTION OF:** (CLIENT NAME/ CONTACT DETAILS)

# **HOTEL CONTACT: (**Meetings & Events Executive**)**

# **NAME OF EVENT:**

# **DATE OF EVENT:**

**DELIVER TO:**

Intercontinental London – The O2

1 Waterview Drive,

Greenwich Peninsula,

London SE10 0TW