

Delivery Label for Exhibitor Materials



This label is required to be attached to each individual item being delivered to Grand Hyatt Kochi Bolgatty for Exhibitors participating in an event.

- Please fill in all blank fields
- Do not delete any section of this label

Event Name:	RDD Asia 2024
Deliver between:	November 10-18, 2024
Date of Event:	November 19-21, 2024
Room Name:	
Company Name:	
Table Number:	
Contact Name:	
Contact Mobile Number:	
Organiser Contact Name:	Mr. Nithin E S
Organiser Mobile Number:	+91 759 388 0491
Courier/Carrier Company:	
Purpose (list one: Exhibit, Poster, Workshop, Delegate Bags):	
Description of Contents:	
No. of Boxes:	_____
Weight:	_____ kg.
Deliver to:	Grand Hyatt Kochi Bolgatty Bolgatty Island City: Kochi Pincode: 682504 State: Kerala Country: India Telephone: +91 484 275 1008 Mobile: +91 759 388 0491 Email id nithin.es@hyatt.com

Note:

- All packages must be clearly marked with Event Name "**RDD Asia 2024**" and must have the sender's name and address.
- Grand Hyatt Kochi (GHK) is not responsible for any payments or custom clearance or will not be providing any authorization letters to courier agents for custom clearance
- The shipper needs to clear all the payments and submit necessary documents before sending the material to GHK.
- Packages should contain demonstration supplies (e.g. brochures, demonstration devices, other distribution material).
- Deliveries will not be accepted without correct labelling.
- The Grand Hyatt will receive deliveries on behalf of RDD Asia 2024 and ensure deliveries are kept in the condition received. Packages will be moved to the Grand Hyatt Conference Area.
- Deliveries will not be accepted out of Dock operating hours (Monday to Friday from 8:00am to 3:00pm) unless prior arrangement has been made between the event organiser and the Centre.

