

## Delivery label Information

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Please ensure you attention your delivery to your Event Manager and advise the hotel of your event name, event date and sender details.

Rebecca Mckenzie

Events Manager

All deliveries are to be sent to the below address.

LOADING BAY VIA HOTEL CAR PARK ENTRANCE

480 HAY STREET

PERTH WA 6000

*\*Please ring the doorbell at the loading dock if unattended\**

Tear here

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**TO:**

**Rebecca Mckenzie – Events Manager Ph: 08 6559 1808**

LOADING BAY VIA HOTEL CAR PARK ENTRANCE

480 HAY STREET

PERTH WA 6000

*\*Please ring the doorbell at the loading dock if unattended\**

**FROM:**

**Event name:** \_\_\_\_\_

**Event date:** \_\_\_\_\_

**Event function room:** \_\_\_\_\_

**Sender name:** \_\_\_\_\_

**Company:** \_\_\_\_\_

**Contact details P:** \_\_\_\_\_

**M:** \_\_\_\_\_

**Box:** \_\_\_\_\_ **of** \_\_\_\_\_