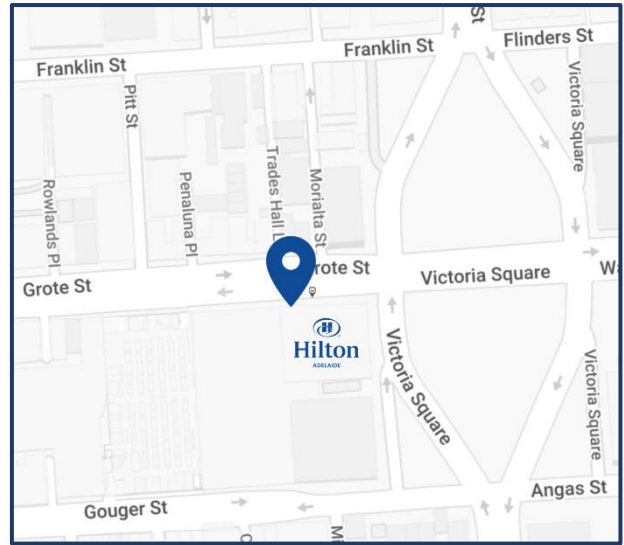


**COURIER DELIVER TO:**

**HILTON ADELAIDE**  
**233 Victoria Square**  
**ADELAIDE SA 5000**

**Hotel Loading Dock**  
 (Accessible via Grote Street)  
 Hours: 8:00am – 3:00pm - Monday to Friday

**Attention: Mike Ricardo**  
 (+61 8 8237 0667)



Entry to Loading Dock is located off Grote Street.  
 Enter the driveway just past the Bus Stop W.  
*(Please note: Truck Clearance - 3.3m high)*

**EVENT INFORMATION**

|                         |  |
|-------------------------|--|
| Event Name:             |  |
| Event Date:             |  |
| Function Room:          |  |
| Event Organiser:        |  |
| Contact Number:         |  |
| Company Name:           |  |
| Hilton Sales Executive: |  |

**Article # \_\_\_\_\_ of total # \_\_\_\_\_ Booth # \_\_\_\_\_ (if applic)**

**SENDER INFORMATION**

|                  |  |
|------------------|--|
| Name:            |  |
| Company:         |  |
| Address:         |  |
| Contact Phone:   |  |
| Courier Company: |  |
| Content:         |  |

**TERMS & CONDITIONS:** HILTON ADELAIDE does not accept any responsibility for items held in transit on the premises. Due to limited storage areas goods must be removed immediately after the completion of your event. A consignment note must be completed by the organizer and courier service arranged. Hilton Adelaide is not authorised to fill out consignment notes or arrange couriers.