

Delivery label Information

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

Layla Smith

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

TO:

Layla Smith – Events Manager Ph: 08 6559 1822

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** _____