8610 Hidden River Pkwy., Tampa, FL 33637-1000 USA Tel: +1 813.979.1991 or 800.242.7405 (USA & Canada toll-free) Fax: +1 813.971.4311 Web: <u>bicsi.org</u>

### Publication Display Request Form: 2024 Winter Conference & Exhibition

Publication Displays are located in the Winter Conference registration area. BICSI will stock your publications at no charge. You are responsible for shipping costs. No C.O.D.s will be accepted. **Request form due to BICSI no later than Monday, 22 January 2024.** BICSI reserves the right to refuse publications for display for any reason.

Publisher/Association/Org	ganization	Publi	cation title
Contact person			
Address			
City	State/Province	Country	Zip/Postal code
Email			
Phone	Fax		
Shipping carrier	Method of shipment	Quar	ntity of boxes shipped
Return request form by M	onday, 22 January 2024, to:		
BICSI, Attn: Kim Osterman,	8610 Hidden River Parkway, Tampa, Florido	a USA 33637-1000	)
Email: kosterman@bicsi.o	<u>ra</u>		

### Please ship to the appropriate address based on delivery date:

Shipments to arrive by 18 January:

BICSI

C/O Freeman

10088 General Dr

Orlando, FL 32824

USA

Shipments to be delivered on/after 28 January:

BICSI

C/O Freeman

Rosen Shingle Creek

9939 Universal Blvd

Orlando, FL 32819

USA

### Packages/boxes must be marked with the following information:

Your company and publication title

 Number of packages/boxes in shipment (Package/Box x of y)

Attach the accompanying labels on each publication box (top and side). Your publication's name should be listed on the line marked "Exhibitor."

\* Please note: Materials arriving at the warehouse after 18 January 2024 may be subject to a surcharge.

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**RECEIVING DATE BEGINS: December 29, 2023** DO NOT DELAY

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Orlando, FL 32824	Orlando, FL 32824		
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