

FOR ITC OFFICE USE ONLY

ATTN: TCMA LOADING DOCK

**HOLD FOR:**

Event Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Booth Name/# (if applicable): \_\_\_\_\_

ITC Contact: Clare Battista \_\_\_\_\_

Box Number: \_\_\_\_\_ out of \_\_\_\_\_

Date(s) Of Event: \_\_\_\_\_

Deliver To Room (Name) \_\_\_\_\_

**SHIPPED FROM:**

Contact Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

**SHIP TO:**



The Ronald Reagan Building  
THE INTERNATIONAL TRADE CENTER  
1300 Pennsylvania Avenue, NW  
Washington, DC 20004

-----CUT HERE-----

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ATTN: TCMA LOADING DOCK

**HOLD FOR:**

Group Name: \_\_\_\_\_

Contact Name: Clare Battista \_\_\_\_\_

Booth Name/# (if applicable): \_\_\_\_\_

ITC Contact: \_\_\_\_\_

Box Number: \_\_\_\_\_ out of \_\_\_\_\_

Date(s) Of Event: \_\_\_\_\_

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**SHIPPED FROM:**

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