

**FROM:** \_\_\_\_\_  
\_\_\_\_\_

PAYMENT INFORMATION  
.....

For shipments to be accepted, billing information must be on file prior to shipping.

Contact your hotel representative directly for credit card payment instructions.

**SHIP BOXES TO:**



1970 DIAMOND BOULEVARD  
CONCORD, CA 94520

ATTN: Yanta Battle, Convention Services

PHONE: (925) 827-2000 EXT: 2260

NAME OF MEETING: GLAZIER CLINIC

DATE(S) OF MEETING: FEBRUARY 29 – MARCH 3, 2024

RECIPIENT'S NAME: \_\_\_\_\_  HOTEL GUEST  NON-HOTEL GUEST

COMPANY'S NAME: \_\_\_\_\_

NUMBER OF BOXES: \_\_\_\_\_

(# each box as " 1 of 7", "2 of 7", "3 of 7", ETC.)

\*\*\*\*\*

THIS FORM MUST ACCOMPANY BOXES THAT ARE BEING SHIPPED TO THE HOTEL.  
PLEASE MAKE COPIES AND PLACE ON BOXES PRIOR TO SHIPPING