



Please label all shipments as follows:

The Boca Raton  
501 East Camino Real  
Boca Raton, FL 33432  
Attn: (your company name)  
C/O: Joel Weston/CAGNY

Receiving Dock hours are Monday through Friday, 7:00am – 5:00pm. When shipping by private carrier or for weekend deliveries, please contact Jeff Trunk at 561.558.3801 or [jtrunk@thebocaraton.com](mailto:jtrunk@thebocaraton.com) to schedule a delivery.

Hotel will not accept shipments prior to **Monday, February 12<sup>th</sup>, 2024.**

**Material Labeling** - Please indicate on each box or container of presentation materials: **2024 CAGNY CONFERENCE, PRESENTATION MATERIALS, COMPANY NAME.**

**Food Product Labeling** - Please indicate on each box or container of food product: **2024 CAGNY CONFERENCE, COMPANY NAME, FROZEN, REFRIGERATE OR STORE AT ROOM TEMPERATURE. ALSO INDICATE WHETHER ITEMS ARE FOR CONSUMPTION OR DISPLAY.**

**Investor Gift Labeling** - Please indicate on each box or container of guest room delivery items: **2024 CAGNY CONFERENCE, COMPANY NAME, GUEST ROOM DELIVERY, DISTRO AFTER PRESENTATION or DISTRO DURING FOOD or BEVERAGE FUNCTION.**

Please label all boxes or containers: 1 of 10, 2 of 10, etc.

Companies shipping large quantities of materials, food, amenities, display, or other products will be charged a storage fee of \$450.00 + tax.

For Weston & Associates to better assist you, it is important that this questionnaire be returned at your earliest convenience. Thank you for your cooperation.