

The logo for CAGNY, featuring the word "CAGNY" in a bold, white, sans-serif font against a dark blue background with a subtle pattern of silhouettes.

CONSUMER ANALYST GROUP  
*of* NEW YORK

To: All CAGNY Presenting Companies  
From: Joel Weston  
Re: CAGNY CONFERENCE: Presentation Materials, Display Materials, and Food Products

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Please e-mail the following information to Joel Weston, [jaweston@westoninc.com](mailto:jaweston@westoninc.com), after each shipment. We plan to inventory presentation materials, display materials, and food products after arrival at the Resort. Please make sure to include tracking numbers for all shipments and include shipping dates. Please identify the contents of each shipment and include the brand names for all food products as well as item numbers when possible. Please indicate if items should be frozen or refrigerated on the outside of each item or box. We cannot inventory accurately without knowing what has been shipped. Thank you for your time and consideration.

1. Presenting Company Name
2. Number of pieces in each shipment
3. Please specify if items are frozen or refrigerated
4. Indicate whether food items shipped are for consumption, or display
5. Ship to address
6. Shipping Company and category (i.e., FedEx, UPS, private carrier, ground, overnight, etc.)
7. Shipping origination point
8. Tracking numbers (Please use additional sheet if necessary.)
9. Ship date
10. Business telephone number

Cell number for weekend contact