



Exhibitor SHIPPING Request Form

Event Name: IMN's Annual Winter Forum on Real Estate Opportunity & Private Fund Investing

Exhibitor Company Name: _____

Contact Name: _____ Phone Number: _____

Contact Email Address: _____

On-Site Contact Name: _____ Phone Number: _____

SHIPPING REQUESTS:

Will you be shipping items to Montage? Yes No

If your answer is no, will you be bringing boxes on-site day of? Please note there will be a \$5.00/box charge for delivery of boxes from front drive to event space.

Total Boxes for Delivery/Storage: _____ x \$5.00/box = _____

*If you bring your own shipping labels, there is no fee for outgoing boxes.

We are also able to provide shipping labels. There is an \$10.00 handling fee per box.

This includes boxes, wrapping supplies, and shipping forms. Shipping fees will also apply.

Grand Total = _____

SHIP BOXES TO: **we will accept shipments 1 week in advance of program start date.*

Montage Laguna Beach
30801 South Coast Hwy
Laguna Beach, CA 92651
Group Name: IMN – Winter Opp Funds
Exhibitor Name: _____

BILLING INFORMATION:

Please complete and return to:

Venus Wong, Director, Meetings & Events

e-mail – Venus.Wong@Montage.com

After this completed form is received, you will receive by email a secure website – Sertifi – where you will be prompted to complete a credit card authorization form for your final payment.

**FORM AND CREDIT CARD AUTHORIZATION FORM MUST BE
PROCESSED PRIOR TO EXHIBITOR SETUP DAY**