



**International Conference on Nanotechnology for the Forest Products Industry
June 24-26, 2009
Westin Edmonton
Edmonton, Alberta, Canada**

Poster Session Information

Shipping

Please use the following format to label your shipment. If using a carrier such as FedEx where your characters might be limited, please provide a label on the shipment which lists all of this information in case the carrier's label does not allow for inclusion of all information. Omitting details listed below may result in delay in your delivery.

Please bring the tracking number with you to the conference. It is much easier to locate missing shipments if we have the name of the shipper and a tracking number.

Ship all materials to:

For guest: <<Your Name Here>>

c/o The Westin Edmonton

ATTN: Shipping & Receiving Dept

10135 - 100 Street

Edmonton, AB T5J 0N7

PH: (780) 426-3636

Hold for Guest Arrival <<Your scheduled arrival to the hotel>>

(If sending more than one box, number boxes as 1 of number of boxes)

Shipment must not be received prior to Thursday, June 18th. The hotel charges a \$5 fee for each package weighing less than 5 pounds. The fee is \$10 for packages 6-20 pounds in weight. Upon arrival to the hotel, you should receive a notice stating that your package has been received and to let them know where you would like to have your package delivered. If you do not receive a notice, please contact the Concierge and let them know of your package delivery.

Poster Session Location

The poster session will be held in the Manitoba Room.

Poster Session Hours

The poster session viewing hours are:

Wednesday, June 24

5:45 PM – 7:30 PM

Thursday, June 25

5:45 PM – 7:30 PM

Poster Session Setup Hours

Wednesday, June 24

1:00 PM – 4:00 PM

Posters not set by 4:00pm may be removed from the hall and will not be reset. If you cannot set your poster during this time, please contact Apryl Alexander, aalexander@tappi.org, to review available options.

Poster Session Dismantling Hours

Thursday, June 25

7:30 PM – 9:00 PM

Posters not fully dismantled by 9:00pm will be removed by staff and discarded. If you cannot dismantle your poster during this time, please contact Apryl Alexander, aalexander@tappi.org, to review available options.

Return Shipments

You will need to make your own arrangements for the return of your materials. The hotel can arrange for outbound shipment of your materials at a charge of \$5.00 per box.