

GRAND | HYATT™

<p align="center">DATA SHEET FOR EXHIBITORS/VENDORS Fax to: 415-848-6091 or E-mail to: regina.drake@hyatt.com</p>
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Exhibitor/Company Name: _____ Function Dates: _____

Credit Card Information: _____ Expiration: _____ / _____

(required)

Cardholder Name: _____ Phone Number: _____

On-Site Contact: _____ Phone Number: _____

Email: _____ Fax Number: _____

Card Holder Signature: _____

Shipping Requirements

Due to limited storage space, please do not ship packages that will be delivered more than (3) days prior to your arrival.

EXHIBIT TABLE, BOX, PACKAGE, PALLET HANDLING	QTY
Estimated boxes/packages, under 50 lbs to be shipped to hotel (\$10.00/box storage & handling fee will apply)	
Estimated crates/pallets, over 51 lbs to be shipped to hotel (\$150.00 storage & handling fee will apply)	

Packages that are shipped to the hotel should be addressed as follows:

Grand Hyatt San Francisco
345 Stockton St.
San Francisco, CA 94108
Attn: Privacy & Security Forum, 5/11-5/12

**Loading of equipment is only permitted at the hotel loading dock at the lower level of the hotel and must be arranged through your Event Planning Manager.
Front door access is not permitted.**