



# AssetOps London

2nd June 2026

# Shipping Information

# SHIPPING INFORMATION

Please schedule deliveries to the venue no earlier than 29th May. All deliveries must be dropped off between 9:00 am - 5:00 pm, via loading bay to the lower ground floor which is accessed by goods lift. Loading bay is located on America Square, next to Pure Gym and Mr Topsy Bar. Your couriers are welcome to load in/load out for up to 20 mins, after which the vehicle would need to be moved outside, please. No parking is permitted in the loading bay during set up, event itself or breakdown.

## Suggested format for shipping label:

To: Areti Sarafidou  
AssetOps London - 2<sup>nd</sup> June 2026 / **SPONSOR NAME**  
America Square Conference Centre  
Cavendish Venues - Lower Ground Floor  
One America Square  
17 Crosswall  
London EC3N 2LB

(Box \_\_\_\_ Of \_\_\_\_)

A suggested shipping label can be found in Sponsor Portal.

# RETURN SHIPPING INFORMATION

Please include a **RETURN PRE-PAID SHIPPING LABEL** with your original package. Once the event is over, your team will be responsible for packing up your exhibit. We will have some extra packing tape onsite to help seal any outgoing packages.

Your team will be instructed to leave any outgoing shipments on the table of your exhibit after the event is over. These must be sealed and with a completed pre-paid shipping label.

Please be aware that the sponsor is responsible for organizing the collection of goods after the event and for return shipping labels. Please ensure that your return shipping is scheduled no later than 3rd June, one day after the event.

**ALL RETURN SHIPMENTS NEED TO BE SCHEDULED BY SPONSORS.**

Any questions, please feel free to reach out to [alexia.moulin@coriniumgroup.com](mailto:alexia.moulin@coriniumgroup.com)