###### INSTRUCTIONS FOR DELIVERIES TO THE ICC

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| NAME OF PERSON COLLECTING PARCEL ON SITE  **ANNIKA WOOD** | COMPANY NAME  **JUPITER** | | CONTACT NO  **07715043159** |
| NAME OF THE EVENT  **OPENWORK ANNUAL CONFERENCE** | | DATE OF THE EVENT  **30/01/2014** | |
| EVENT MANAGER NAME  **JO RANDALL** | | HALL NUMBERS  **HALL 3** | |
| DELIVERY ADDRESS THE ICC GOODS INWARDS/ BAY B **CAMBRIDGE STREET**BIRMINGHAM **B1 2NP** | | | |

### INSTRUCTIONS FOR COLLECTIONS FROM THE ICC

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| NAME/ COMPANY/ ADDRESS OF WHERE PARCEL IS GOING  Jupiter Asset Management Ltd  c/o Transworld  A2 Parkway West  Cranford Lane  Heston  TW5 9QA  Jupiter Contact Name: Kerry Sayer Tel: 020 7314 746  Transworld Contact Name: Adrianne Thyer Tel: 020 8751 7501 | |
| CONTACT TELEPHONE NUMBER  020 8751 7501 | EVENT & DATE ATTENDED AT ICC  Openwork Annual Conference 30/01/14 |
| DATE & TIME OF COLLECTION  29/01/2014 from 10:00am | COURIER DETAILS  Transworld  A2 Parkway West  Cranford Lane  Heston  TW5 9QA |