



**Vendor Shipping Authorization Form**

Name of Event: 11<sup>th</sup> Annual IO & EW Symposium

Date of Event: October 18 -19, 2022

Name of Vendor: \_\_\_\_\_

Description of items being shipped:

\_\_\_\_\_ Weight: \_\_\_\_\_ Quantity: \_\_\_\_\_

\_\_\_\_\_ Weight: \_\_\_\_\_ Quantity: \_\_\_\_\_

\_\_\_\_\_ Weight: \_\_\_\_\_ Quantity: \_\_\_\_\_

\_\_\_\_\_ Weight: \_\_\_\_\_ Quantity: \_\_\_\_\_

Shipping company: Circle one

FEDEX      UPS      USPS      Other: \_\_\_\_\_

Scheduled Arrival Date: \_\_\_\_\_

Onsite Contact Person: \_\_\_\_\_ Cell #: \_\_\_\_\_

Name of Cardholder: \_\_\_\_\_

Billing Address of Cardholder: \_\_\_\_\_

Phone #: \_\_\_\_\_

Type of Card: \_\_\_\_\_ AMEX      \_\_\_\_\_ VISA      \_\_\_\_\_ MASTERCARD      \_\_\_\_\_ DISCOVER

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Amount Authorized: \$ \_\_\_\_\_

Signature: \_\_\_\_\_