



SHIPPING LABELS

INSTRUCTIONS

PLEASE USE OUR PRE-ADDRESSED LABELS PROVIDED ON THE FORMS BELOW.

Please type in CAPITALS and paste the labels below in a visible area in each box, for each city. It is VERY important to put the name of your institution on the LABEL. Upon despatch, this information should be emailed to karen@bmiglobaled.com This is the only way we are able to track your shipment.

PLEASE NOTE that if you are participating in the High School Visits in Mexico City, South America International Schools Forum and Workshop and BMI / THE Americas Scholarship Summit in Bogota, there are different labels for these events. Therefore, if you are participating in these additional events in the LATAM region as well as the fair itself,

please send the materials separately to each event and use the specific label.

VERY IMPORTANT!

ENSURE THE SECTION ON THE AIRWAY BILL REFERRING TO DUTIES AND TAXES IS MARKED to indicate that these charges, if applied by customs, will be paid by the sender. If you do not do this, your material may be held or sent back;

ON THE CONTENT SECTION OF THE AIRWAY BILL, THE SHIPMENTS MUST READ

“Publication of no commercial value, for free distribution” or “Publicación sin valor comercial, para distribución gratuita”.

All boxes should arrive at least (1) one week before each fair at the delivery address provided HERE. The deadline for sending your tracking numbers and shipping information is **August 23rd 2024**. If we don't have the tracking numbers by this date, we will not be able to help you with your shipping and you will need to contact your shipping provider directly to try and solve the problem.

BMI staff will not be able to help you on the day of the fair.

We highly recommend institutions to print in the country where the fair is held.

BMI can provide this service, contact us if it is needed.

NAME OF YOUR INSTITUTION AND COUNTRY

SHIPPING ADDRESS TO MONTERREY

CAMINO REAL HOTELS MONTERREY
ATT. VÉRONICA CAMPOS
(BMI Expo Posgrados - Expo Estudiante fair
September 26th)
Av. Diego Rivera 2492, Valle Oriente, San
Pedro Garza, Nuevo León
Phone: + 52 664 258 8895

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EXPO POSGRADOS - EXPO ESTUDIANTE

BOX # _____ OF _____

NAME OF YOUR INSTITUTION AND COUNTRY

SHIPPING ADDRESS TO MEXICO CITY

HYATT REGENCY POLANCO
ATT. ESTEFANIE PÉREZ
(BMI Expo Posgrados - Expo Estudiante fair
September 28th & 29th)
Campos Eliseos No. 204 Polanco Chapultepec
Phone: + 52 55 4591 9690

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EXPO POSGRADOS - EXPO ESTUDIANTE

BOX # _____ OF _____

NAME OF YOUR INSTITUTION AND COUNTRY

SHIPPING ADDRESS TO MEXICO CITY

HYATT REGENCY POLANCO
ATT. ESTEFANIE PÉREZ
(BMI HIGH SCHOOL VISITS - MEXICO CITY
September 30th)
Campos Eliseos No. 204 Polanco Chapultepec
Phone: + 52 55 4591 9690

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High School Visits Mexico City

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NAME OF YOUR INSTITUTION AND COUNTRY

SHIPPING ADDRESS TO GUADALAJARA

HOTEL RIU PLAZA GUADALAJARA
ATT. YOLANDA CAMPOS
(BMI Expo Posgrados - Expo Estudiante fair
October 1st)
Av. López Mateos, 830 - Fracc. Chapalita
Phone: +52 33 3880 7500

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EXPO POSGRADOS - EXPO ESTUDIANTE

BOX # _____ OF _____

NAME OF YOUR INSTITUTION AND COUNTRY

SHIPPING ADDRESS TO BOGOTA

ATT. LEIDY MONGUI
(South America International Schools Forum
& Workshop October 3rd & 4th)
Calle 52 #24 - 31 apt 302
Phone: + 57 319 652 9927

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South America International Schools
Forum & Workshop

BOX # _____ OF _____

NAME OF YOUR INSTITUTION AND COUNTRY

SHIPPING ADDRESS TO BOGOTA

ATT. LEIDY MONGUI
(BMI Expo Posgrados - Expo Estudiante fair
October 5th & 6th)
Calle 52 #24 - 31 apt 302
Phone: + 57 319 652 9927

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EXPO POSGRADOS - EXPO ESTUDIANTE

BOX # _____ OF _____

NAME OF YOUR INSTITUTION AND COUNTRY

SHIPPING ADDRESS TO BOGOTA

ATT. LEIDY MONGUI
(BMI / THE Americas Scholarship Forum
October 7th & 8th)
Calle 52 #24 - 31 apt 302
Phone: + 57 319 652 9927

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BMI / THE Americas Scholarship Forum

BOX # _____ OF _____

NAME OF YOUR INSTITUTION AND COUNTRY

SHIPPING ADDRESS TO MEDELLIN

NOVOTEL - PARQUE COMERCIAL
ATT. CAROLINA SALAZAR
(BMI Expo Posgrados - Expo Estudiante fair
October 9th)
Carrera 25A # 1A Sur 45
Phone: + 57 300 647 7489

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BOX # _____ OF _____

NAME OF YOUR INSTITUTION AND COUNTRY

SHIPPING ADDRESS TO SANTIAGO, CHILE

HOTEL W
ATT. DANIELA IPINZA
(BMI Expo Posgrados - Expo Estudiante
October 12th & 13th)
Isidora Goyenechea 3000, Las Condes
Phone: +56 9 6303 3963

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EXPO POSGRADOS - EXPO ESTUDIANTE

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