

**DIRECT SHIPMENTS**

**VBS 2026**

**The Hotel Roanoke & Conference Center  
110 Shenandoah Ave.  
Roanoke, VA 24016**

**TO:** \_\_\_\_\_ **#:** \_\_\_\_\_  
(Company Name) (Table # if known)

\_\_\_\_\_  
(Guest Name) **Roanoke Ballroom E-H**  
(Meeting Room)

7/16/2026 - 7/18/2026  
(Dates of Event)

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NOTE: Please make sure that each piece shipped, contains a label for proper receiving & placement within your booth. Duplicates are acceptable, if needed.

UPS Pickup (800) 742-5877  
FedEx (800) 463-3339