



13th US SYMPOSIUM ON

HARMFUL ALGAE

OCTOBER 25-29, 2026

CEDAR RAPIDS, IA

Sponsor Display MOVE-OUT

Thursday, October 29, 2026 | 5:00pm - 6:00pm

RETURN SHIPPING INSTRUCTIONS:

1. Create a RETURN shipping label: Follow labeling instructions as provided by your preferred carrier.

2. Label Your Case / Boxes Properly

- **Include key details:** Write your company name, return address, and total piece count.
- **Remove Old Labels:** Peel or scrape off outdated destination labels and barcodes to prevent routing errors.
- **Apply new labels:** Stick clear outbound labels on two adjacent sides of your display case (or the top and side) so they remain visible when stacked.
- **Durability:** Use heavy-duty, waterproof labels secured with clear packaging tape or heavy staples. Avoid taping directly over barcodes to prevent scanning failures.

3. Leave your pre-labeled case AT YOUR TABLE.

Be sure all cases / boxes are secured, sealed and labeled. Leave them at the table. Take a photo.

IMPORTANT: As we are ending after business hours on Thursday, the hotel shipping department will pick up your case / boxes the following morning and take them to the loading dock.

Cases/boxes will be at the dock and ready for carrier pick up after 9:00AM CENTRAL on October 30.

ADDRESS OF PICKUP LOCATION:

DoubleTree by Hilton Hotel Cedar Rapids Convention Complex

350 First Avenue NE, Cedar Rapids, Iowa, 52401, USA; Tel: 319-731-4444

Questions? Contact bmt@ufl.edu