

**AAO Testing Event
October 10-13, 2016**

**RSNA
820 Jorie Blvd.
Oak Brook, IL 60523**

Shipping Information

Equipment will be shipped to and from the testing event at the participant's expense. All equipment to be used in the testing event should be sent to the following address:

AAO Testing Event
RSNA
820 Jorie Blvd.
Oak Brook, IL 60523
"INSIDE DELIVERY"

In addition the mailing label for each separate box you send should include the following information:

Participating Company Name
Location or Space Number
Total (eg, "Box 1 of 4")

When you ship, please also send Diane Lopez (dlopez@rsna.org) an email listing number of boxes and date of arrival of your equipment. This will allow the RSNA office and shipping services department to track and organize equipment as it arrives. **Please ship equipment so it arrives between October 3-7, 2016. Equipment can be delivered between the hours of 8:30am and 4:00pm CDT.**

When preparing your return shipment, **please include a bill of lading for each skid/box or equipment and a commercial invoice for all international shipments. Be sure to bring your company's account number for shipping all equipment back.** Please note that all equipment needs to be shipped out at the end of the testing event no later than Friday, October 14, 2016.