



Turf Valley Resort  
2700 Turf Valley Rd  
Ellicott City, MD 21042

February 16, 2026

### **Shipment Instructions to Turf Valley**

Conference exhibitors are responsible for making all shipping and payment arrangements for incoming as well as outgoing packages.

**Please note:** It is the exhibitor's responsibility to pack up their own materials for shipment, attach shipping labels, and have pre-arranged a shipment/carrier to pick up materials immediately following the close of the show.

#### **When shipping please have the following clearly labeled on EACH package that is being delivered:**

- Maryland Chiropractic Association Meeting
- Vendor and Contact Name
- Date of the Program
- Meeting/Event Space
- The Sales Manager: Erik Weinert
- *Please note, for your convenience we have provided a shipping label on the next page.*

#### **Instructions for Delivery:**

- Due to limited storage space, please ship **packages to arrive no earlier than 48 hours before event.**
- All shipments must be delivered to the Receiving Department, clearly labeled.
  - We recommend having a delivery truck with a lift gate to assist with heavy parcels.
  - No back of the truck deliveries will be accepted.
  - Turf Valley staff will not unload the parcels from the trucks.
  - The Trucking Company will be responsible for unloading all parcels.
- Turf Valley does not have a loading dock.
- Please note the entrance to our Receiving Department is 7' High and 5' Wide.
- No item may exceed 1,000 lbs. There may be additional height and width limitations based on the space used for the expo.

#### **Retrieving your Parcels from our Receiving Department:**

- Turf Valley will not supply hand truck or pallet jacks for the movement/transportation of any shipped items.
- Turf Valley will be able to assist in delivering standard packages to the meeting/event space.

**Please use this shipping label on all boxes delivered to Turf Valley. This will help make sure your boxes are received and delivered to your meeting space.**

<b>From:</b>  <b>Vendor/Contact Name:</b>  <b>For: Maryland Chiropractic Association (MCA)</b>	<b>This Package is for:</b>  <b>Maryland Chiropractic Association Meeting</b>  <b>April 17-19, 2026</b>  <b>Event Space: Wedgewood Lobby</b>
<b>Ship To:</b>  <b>Turf Valley Resort</b> <b>2700 Turf Valley Road</b> <b>Ellicott City, MD 21042</b> <b>Attention: Erik Weinert and/or Maggie DiJulio</b>	