ICEF Mexico - Colombia Roadshow

Hilton Mexico City Reforma & Grand Hyatt Bogotá

April 13 - April 17, 2026

icef

Event:	Mexico - Colombia Roadshow 2026
Date:	April 13 - April 17, 2026
Address:	HILTON MEXICO CITY REFORMA
	ICEF Mexico - Colombia Roadshow 2026
	Av. Juarez 70. Colonia Centro
	Mexico City, DIF 06010

Point of Contact

Name:	Francia Hernandez
Tel No:	t: +52 55 5130 5300, m: +52 55 2569 5154
Email:	Francia.Hernandez@hilton.com

Delivery / Shipping Window

- Your promotional material for Mexico - Colombia Roadshow should arrive from **Friday 10th April in Mexico City.**

Labeling & Identification

- Use ICEF's official delivery label (please see below).
- Clearly print: Organisation / Company name, Table or Booth number , Total number of packages (e.g., "Box 1 of 3").

Shipping Documents & Customs

- Enclose a proforma invoice marked: *"Information material for exhibition" (paper-based only – brochures, flyers, etc.)*
- Declare a total shipment value of **€0.**
- Clearly state on all shipping documents: **All fees, taxes, and customs duties will be paid by the sender and goods are of no commercial value.**

Important Note

*ICEF and the venue are **not responsible for customs clearance**. Couriers must handle all related processes. Shipments requiring customs fees on delivery will be **rejected**. ICEF accepts **no liability** for delays, loss, damage, early arrivals, or customs issues. All shipments are **at the sender's risk**. We strongly advise you to: Keep copies of all shipping documents, Use tracked courier services and Confirm delivery before the event.*

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icef	**Shipping From**	
	Sender's Contact (Name + Contact)	
	Sender's Company	
	Shipping To	
	Shipping Address	HILTON MEXICO CITY REFORMA IAv. Juarez 70. Colonia Centro Mexico City, DIF 06010
	ICEF Event Name	**ICEF Mexico - Colombia Roadshow 2026**
	Table / Booth Number	
	Number of Pieces (E.g. Box 1 of 5)	
	Venue Contact	Francia Hernandez t: +52 55 5130 5300, m: +52 55 2569 5154 email: Francia.Hernandez@hilton.com

ICEF Mexico - Colombia Roadshow

Hilton Mexico City Reforma & Grand Hyatt Bogotá

April 13 - April 17, 2026

Event: Mexico - Colombia Roadshow 2026

Date: April 13 - April 17, 2026

Address: GRAND HYATT BOGOTÁ

Calle 24A # 57-60 Bogotá, Colombia

Point of Contact

Name: Angelica Martinez Mata

Tel No: m: +52 999 145 6221

Email: amartinezmata@icef.com

Delivery / Shipping Window

- Your promotional material for Mexico - Colombia Roadshow should arrive from **Wednesday 15 April in Bogotá.**

Labeling & Identification

- Use ICEF's official delivery label (please see below).
- Clearly print: Organisation / Company name, Table or Booth number , Total number of packages (e.g., "Box 1 of 3").

Shipping Documents & Customs

- Enclose a proforma invoice marked: *"Information material for exhibition"* (*paper-based only – brochures, flyers, etc.)*
- Declare a total shipment value of **€0.**
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	Shipping From
Sender's Contact (Name + Contact)	
Sender's Company	
	Shipping To
Shipping Address	GRAND HYATT BOGOTÁ Calle 24A # 57-60 Bogotá, Colombia
ICEF Event Name	**ICEF Mexico - Colombia Roadshow 2026**
Table / Booth Number	
Number of Pieces (E.g. Box 1 of 5)	
Venue Contact	Angelica Martinez Mata m: +52 999 145 6221 email: amartinezmata@icef.com