



AMEE 2010 Conference Bag Inserts

Approx. 2300 inserts should be sent for insertion into the AMEE 2010 Conference Bags

Inserts should be sent to arrive for packing into the conference bags no later than 8am on Friday 3rd September.

Melville Logistics will be responsible for the handling of your materials. Please ensure you follow their shipping instructions to avoid any problems with your publicity material. Shipping instructions are available from the AMEE website (<http://www.amee.org/index.asp?llm=95>).

Packages should be clearly labelled as follows:

‘Your Company Name’
AMEE 2010 Conference Bag Inserts
Deliver to AMEE REGISTRATION/BAG PACKING AREA
By 8AM Friday 3rd September 2010

Please notify Tracey Martin (t.r.martin@dundee.ac.uk) no later than Wednesday 1st September 2010 of the number of packages sent.