



Conference and Event Services
 Schoolcraft College - VisTaTech Center
 18600 Haggerty Road
 Livonia MI 48152

Phone: 734-462-4610 / Fax: 734-462-4674

Shipping Release Liability Waiver

Group

Tiffany A. Smith
 GLUG
 University of Northwestern Ohio
 1441 N Cable Rd
 Lima, OH 45805

Reservation: 20816

Event Name: GLUG
 Status: Event Tentative
 Phone: 937.512.2559
 Email Address: tiffany.smith917@sinclair.edu
 Account Manager: Katelyn Szczepaniak
 2nd Contact: Tracy Miller
 Phone: 4582
 Email Address: tmiller@schoolcraft.edu
 Estimated Attendance: 300

Bookings / Details

Quantity Price Amount

Monday, November 8, 2021

7:00 AM - 5:00 PM GLUG (Event Tentative) VT 100 - Main Street

Reserved: 6:00 AM - 6:00 PM

7:00 AM - 5:00 PM GLUG (Event Tentative) W 205

Reserved: 6:00 AM - 6:00 PM

7:00 AM - 5:00 PM GLUG (Event Tentative) W 210A

Reserved: 6:00 AM - 6:00 PM

7:00 AM - 5:00 PM GLUG (Event Tentative) W 210B

Reserved: 6:00 AM - 6:00 PM

7:00 AM - 5:00 PM GLUG (Event Tentative) W 210C

Reserved: 6:00 AM - 6:00 PM

Group

7:00 AM - 5:00 PM GLUG (Event Tentative) VT 425

Reserved: 6:00 AM - 6:00 PM

Classroom

7:00 AM - 5:00 PM GLUG (Event Tentative) VT 445

Reserved: 6:00 AM - 6:00 PM

7:00 AM - 5:00 PM GLUG (Event Tentative) VT 450

Reserved: 6:00 AM - 6:00 PM

7:00 AM - 5:00 PM GLUG (Event Cancelled) VT 455

Reserved: 6:00 AM - 6:00 PM

7:00 AM - 5:00 PM GLUG (Event Tentative) VT 460

Reserved: 6:00 AM - 6:00 PM

Classroom

7:00 AM - 5:00 PM GLUG (Event Tentative) VT 470

Reserved: 6:00 AM - 6:00 PM

Lobby/Hallway

7:00 AM - 5:00 PM GLUG (Event Tentative) VT 500ABCD

Reserved: 6:00 AM - 6:00 PM

Banquet

7:00 AM - 5:00 PM GLUG (Event Tentative) VT 550

Reserved: 6:00 AM - 6:00 PM

Theatre

Shipping Release Liability Waiver

Schoolcraft College will agree to accept incoming deliveries of packages, pallets, or other materials for set-up on your behalf. All incoming goods must be sent to the attention of your Account Manager: Account Manager Name, 18600 Haggerty Road, Livonia, MI 48152-2696. These materials will be staged at the Dock and delivered to VisTaTech or can be picked up by the vendor.

The College will not be held liable for any damage, shortage, or missing items as we have no method to inspect contents of incoming goods. This responsibility is the sole concern of the vendor and its freight contractor. The College will make every attempt to note any damaged or missing items that are received and note as such on the bill of lading. The College will not pursue any claims on the vendor's behalf.

We recommend that upon delivery to our Dock, you inspect your shipments for anything that is missing or damaged. All goods shipped to the College are the responsibility of the vendor.

Vendor Information

Company/Organization: _____

Address: _____

Primary Contact

Name: _____

Telephone: _____

E-mail address: _____

Authorized Signature: _____ Date: _____

Print Name: _____

Others to be contacted when shipment arrives:

Name: _____ Phone Number: _____

Bookings / Details

Quantity

Price

Amount

Name: _____ Phone Number: _____

Name: _____ Phone Number: _____