

# Chief AI Officer Summit UK

25 February 2026 | Cavendish Venues, The Minster  
Building, London

## SHIPPING INFORMATION

RE • WORK

WEBSITE: [HTTPS://CAIO-LONDON.RE-WORK.CO/](https://CAIO-LONDON.RE-WORK.CO/)  
EMAIL: [LAUREN.HUGHES@CORINIUMGROUP.COM](mailto:LAUREN.HUGHES@CORINIUMGROUP.COM)

## SHIPPING INFORMATION

Please Please schedule deliveries to the venue no earlier than February 20th. All deliveries must be dropped off between 9:00 am - 5:00 pm.

Suggested format for shipping label:

To: Joseph Cuffley  
CDAO UK/CAIO SUMMIT - 25TH-26TH FEBRUARY / SPONSOR NAME  
The Minster Building  
21 Mincing Ln.  
London  
EC3R 7AG

(Box \_\_\_\_ Of \_\_\_\_)

A suggested shipping label can be found in Sponsor Portal

## RETURN SHIPPING INFORMATION

Please include a **RETURN PRE-PAID SHIPPING LABEL** with your original package. Once the event is over, your team will be responsible for packing up your exhibit. We will have some extra packing tape onsite to help seal any outgoing packages.

Your team will be instructed to leave any outgoing shipments on the table of your exhibit after the event is over. These must be sealed and with a completed pre-paid shipping label.

**ALL RETURN SHIPMENTS NEED TO BE SCHEDULED BY SPONSORS.**

Please kindly make sure to arrange collection of any bulk or non-recyclable items like pop-up banners after the event as unfortunately we do not have onsite facilities to recycle these. If you choose to leave these items onsite, there will be a waste collection charge of £200+ vat. charged directly to you by the venue.

Any questions, please feel free to reach out to [lauren.hughes@coriniumgroup.com](mailto:lauren.hughes@coriniumgroup.com).