



## 2024 NAIA TRACK & FIELD POLE VAULT SHIPPING GUIDE

### SHIPPING ADDRESS

IWU FACILITIES  
ATTN: Nathan DeLong  
Indiana Wesleyan University  
4853 S. Western Ave  
Marion, IN 46953

### GENERAL INFORMATION

- Please have all equipment shipped to the below address by May 17 (no weekend delivery) and it will be available for pickup inside Troyer Fieldhouse after 10 a.m. on Monday, May 20, 2024.
- You are required to label each item with the below form.
- During the meet, teams can store their equipment inside Troyer Fieldhouse
- Coaches are required to make all arrangements for the return shipment of their implements. The post office inside the Barnes Student center will be open from 10am-4pm, Monday through Friday the week of May 20, 2024.
- Coaches will be required to drop their implements off at Troyer Fieldhouse at the conclusion of the meet and have the appropriate return shipping label attached.
- All payment arrangements with your shipping company to be done in advance.
- **YOU DON'T HAVE TO HAVE YOUR POLLS TO PURCHASE A RETURN LABEL, JUST THE LxWxH AND THE WEIGHT OF THE ITEM WHICH CAN BE FOUND ON THE FIRST SHIPPING LABEL**
- Attach a completed shipping form to each item being shipped.
- Once received by IWU, you will receive a confirmation email from Nathan DeLong.

-----PLEASE CUT AND ATTACH TO EQUIPMENT-----

**SENDER NAME**

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**EMAIL**

\_\_\_\_\_

**TEAM NAME**

\_\_\_\_\_

**ADDRESS**

\_\_\_\_\_

**PHONE #**

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