



Material Shipping Guidelines

The following are requirements necessary for the shipping of material to and from the Skills Centre:

- Delivery truck with cargo lift.
- Two delivery personnel, if a single delivery person is unable to transport the shipment. Skills Centre staff is not responsible to assist personnel with deliveries.
- All materials delivered via crate, pallet, or other method must be within the following dimensions to allow access to centre:
 - Width: 113 cm / 44.48 inch
 - Height: 198 cm / 77.95 inch
- Representatives are responsible for the unpacking/repacking of crates and pallets.
- Representatives are responsible for providing the necessary packaging documentation required for delivery of goods.
- Representatives are to inform Skills Centre staff of delivery dates in advance of receipt of material.
- Delivery/pickup times should be scheduled between Monday and Friday during the hours of 08:00 – 15:00.
- Skills Centre address:

Skills Centre
QEII Health Sciences Centre, VG Site
Room B04 (Basement), Bethune Building
1276 South Park Street
Halifax, Nova Scotia
B3H 2Y9

(902)473-1963

We appreciate your cooperation