

2015 CEW Insiders Choice Beauty Awards  
 Product Demonstration -- March 11, 2015  
 Gift Bag Directions & Timeline

STEP	ACTION	DEADLINE
1	Email CEW (beautyawards@cew.org) to confirm submission  Include: product name, company name and contact information	12/5/2014
2	Send 1 piece of product to CEW for approval Cosmetic Executive Women Sasha Fortunatti CEW BA Gift Bag Sample 286 Madison Ave 19th Floor New York, NY 10017 646.929.8037	12/5/2014
3	BEFORE sending the product to the fulfillment house, Email CEW beautyawards@cew.org) with the following information :  No. of boxes Carrier Tracking Information Delivery Date	1/7/2015 - 1/21/15
4	Send 800 products to: <b>NOTE: Updated Address as of November 2013</b> PIMS c/o PFC 325 Marcus Blvd Deer Park, NY 11729 Attn: Pat Pollari (631-392-1777) REFERENCE: CEW	1/8/15- 1/21/15  Deliveries sent before or after these dates will NOT BE ACCEPTED. NO WEEKEND DELIVERIES.
5	Pre-Packed Gift Bags distributed by CEW at the Beauty Awards Product Demonstration	3/11/2015

Questions? Contact Sasha Fortunatti (p) 646.929.8094 (e) beautyawards@cew.org

NOTE:

All deliveries to the fulfillment house MUST be properly labeled as above.  
 All truck deliveries must be delivered on a pallette (if products fill more than 1/2 pallette).  
 CEW cannot be responsible for items that are not included in the goody bag due to mislabeling.  
 All shipments must have a packing slip; this is the detailed information of what the boxes contain.  
 All Products sent to the Fulfillment house will be inserted into the gift bag exactly as received; ie: any price tags or outer  
 Can submit full, sample or trial size products. CANNOT submit marketing materials about the products.

SHIPPING INFORMATION:

IF SHIPPING Via UPS:  
 No appointment is required.

IF SHIPPING Via FEDEX:  
 No appointment is required.

IF SHIPPING Via Messenger/Truck:  
 No appointment is required.