



## Deliveries to William Blair's London Office at 22 Bishopsgate

All deliveries and collections at 22 Bishopsgate are subject to compliance with the City of London's planning conditions. These are environmentally focused regulations that control the number of vehicle movements and their timings in and out of 22 Bishopsgate in order to minimise congestion and pollution in the City of London while also improving conditions for cyclists and pedestrians.

### General Instructions

**Deliveries and collections on foot or on two wheels** — cargo bikes, motorbikes or bicycles — may be made directly at our office:

William Blair  
22 Bishopsgate, 47th Floor  
London EC2N 4BQ, UK

**All other deliveries and all deliveries by international couriers** — should be directed to our off-site consolidation centre at the address below. From here they will be aggregated for batched delivery to our office:

William Blair  
c/o Gate 1  
Units 1-3, Manor Point  
Manor Way  
Borehamwood WD6 1EU, UK

### Additional Details

#### Royal Mail Post

Royal Mail will deliver directly to and collect from our office at 22 Bishopsgate daily.

#### Local Couriers

Any item that can be hand carried or sent on two wheels — cargo bikes, motorbikes or bicycles — may be sent directly to our 22 Bishopsgate address. Items that will not fit on two wheels must be addressed to our consolidation centre

#### International Couriers

All international couriers must be addressed to our consolidation centre.

#### Food Deliveries

Personal food deliveries from services such as *Deliveroo* and *UberEats* should come on two wheels or by foot, and customers will collect items from the ground level security hut on Crosby Square.

#### For Questions

If you have any queries on delivery arrangements, please email [ReceptionLondon@williamblair.com](mailto:ReceptionLondon@williamblair.com) or call us at +44 (0) 20 7868 4440. Thank you.