

# SHIPPING DETAILS

2012 Cities	Shipping Information	How to Address Boxes
ATLANTA	Fees apply to packages received more than 5 calendar days before event. Fees per package: See attachment	Atlanta Marriott Marquis Hold for SIFE, Monday, April 2 Recipient Company Name Recipient Name - Recipient Cell Number 265 Peachtree Center Avenue Marquis Foyer Atlanta, GA 30303
BALTIMORE	\$7 per package or \$200 per pallet	Hyatt Regency Baltimore 300 Light Street Baltimore, MD 21202 Hold for SIFE, Wednesday, April 4 Recipient Company Name Recipient Name - Recipient Cell Number
CHARLOTTE	Receiving, Handling & Storage (maximum 3 days) Standard Letter, Carrier Packs & Boxes up to 5 lbs. - \$5 Boxes - 5 - 20 lbs. - \$10 each box Boxes - 20 - 50 lbs. - \$20 each box Boxes - over 50 lbs. \$30 each box Large crates or oversized boxes - \$50 each Pallets - \$75 per pallet Storage fees (per day) will apply for any packages received before 3 days in advance	Westin Charlotte 601 South College Street Charlotte, NC 28202 HOLD FOR: Name of Vendor SIFE - 3/26/12 Box 1 of _____
CHICAGO (CC)	\$5 per box or \$100 per 100 lbs	Donald E. Stephens Convention Center Package Room SIFE Regional Competition 9391 W. Bryn Mawr Avenue Rosemont, IL 60018
CINCINNATI	No shipments to arrive more than 2 business days prior to the event. Handing charges for packages are as follows: Weight/pounds Charge Letter \$4.00 per piece 0-50 lbs \$5.00 per box 51-99 lbs \$0.30 per pound 100 lbs and over \$0.40 per pound Skids with weight \$0.40 per pound Skids without weight \$200.00	1. Name of the guest that will be receiving the package 2. Date of guest arrival 3. Org name that is shipping the materials 4. Conference Name: SIFE Cincinnati Regional Competition 5. Number of boxes (1 of 2, 2 of 2, etc.) 6. Hotel address as follows, 151 West Fifth Street Cincinnati, OH 45202

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DALLAS	Envelopes \$4.00 PAK \$5.00 0 – 15 lbs. \$7.50 16 – 30 lbs. \$12.50 31 – 50 lbs. \$17.50 51 – 75 lbs. \$25.00 76 – 100 lbs. \$40.00 Over 100 lbs. 75¢ per pound <b>Storage Fees</b> Boxes (each) \$2.00 per day Crates/Pallets \$25.00 per day <b>Boxes</b> 12x12x12 \$4.00 14x14x14 \$5.50 16x16x16 \$7.00 18x18x18 \$8.50 24x24x24 \$11.00	(Name of Guest) c/o Hilton Anatole Hotel 2201 Stemmons Freeway Dallas, TX 75207 SIFE Regional Competition Event Date: Friday, April 13, 2012 (Box - of )															
HOLLYWOOD	<table border="0"> <tr> <td>Incoming</td> <td>Zone 1</td> <td>Zone 2</td> </tr> <tr> <td>Envelope</td> <td>No Charge</td> <td>\$5</td> </tr> <tr> <td>Box under 50 lbs</td> <td>\$5</td> <td>\$10</td> </tr> <tr> <td>Box over 50 lbs</td> <td>\$20</td> <td>\$40</td> </tr> <tr> <td>Pallet or Crate</td> <td>\$75</td> <td>\$150 See attached information</td> </tr> </table>	Incoming	Zone 1	Zone 2	Envelope	No Charge	\$5	Box under 50 lbs	\$5	\$10	Box over 50 lbs	\$20	\$40	Pallet or Crate	\$75	\$150 See attached information	To: Renaissance Hotel and Spa Attn: Dominique Redmond Hold for Geralyn Mason, SIFE Event: Thursday, March 22, 2012 1755 N. Highland Avenue Hollywood, CA 90028
Incoming	Zone 1	Zone 2															
Envelope	No Charge	\$5															
Box under 50 lbs	\$5	\$10															
Box over 50 lbs	\$20	\$40															
Pallet or Crate	\$75	\$150 See attached information															
MINNEAPOLIS	\$60.00 per pallet \$2.50 per box	Hilton Minneapolis 1001 Marquette Avenue Minneapolis, MN 55403 Attn: Guest Name SIFE Regional Competition, March 22, 2012 SIFE Contact: Geralyn Mason															
NEW YORK	<b>Hours:</b> Monday to Saturday 7AM – 8PM, Sunday 8AM – 6PM BOXES UP TO 15 lbs. \$4 BOXES 16 TO 30 lbs. \$6 BOXES 31 TO 50 lbs. \$12 BOXES 51 TO 75 lbs. \$18 BOXES 76 TO 99 lbs. \$25 BOXES 100 lbs. PLUS \$25 (plus \$0.20 per pound over 100 lbs.) DISPLAY CASES \$35 ALL PALLETS additional \$60 (per pallet) <i>UPS, FedEx, Etc. We provide pick-up and transfer of materials to any internal areas of the hotel.            In addition, the Business Center services include: Packaging, Boxing, Taping, and Securing your items for shipment</i>	Guest Name Company Name C/O Hilton New York 1335 Avenue of the Americas New York, NY 10019 Attn: Package Room Hold for guest arrival: Deliver to: East Corridor Event Date: Wednesday, April 11, 2012 Event Manager: Cynthia Guerrero ext: 5981															

2012 Cities	Shipping Information	How to Address Boxes
ROGERS	<p>Any items to be shipped to the hotel need to arrive no more than three (3) days prior to the event start date. Packages shipped to the hotel will be held in storage in the hotel's shipping &amp; receiving storeroom and can be delivered upon request. The hotel must be notified in advance of any packages over 50 lbs., or any shipments arriving on pallets or crates, in order to make arrangements to receive them.</p> <p>Envelopes and small Fed Ex / UPS carrier company boxes NO CHARGE</p> <p>Parcels under (10) pounds \$5.00 per package</p> <p>Packages under (20) pounds \$10.00 per package</p> <p>All packages (21) pounds to (35) pounds \$15.00 per package</p> <p>All packages (36 to 45) pounds \$20.00 per package</p> <p>All packages over (50) pounds \$20.00 per package</p> <p>All packages over (45) pounds \$25.00 per package</p> <p>All packages held over (2) two days \$2.00 per day/package</p> <p>All over-size boxes \$15.00 per box</p> <p>All normal size pallets \$75.00 per pallet</p> <p>All over-size pallets \$100.00 per pallet</p> <p>All pallets held more than 2 days \$50.00 per day</p>	<p>Guest Name:</p> <p>Company Name:</p> <p>Event: SIFE, March 26</p> <p>C/O Embassy Suites NW Arkansas</p> <p>3303 Pinnacle Hills Parkway</p> <p>Rogers, AR 72758</p>
SEATTLE	<p>Do not ship for storage more than 72 hours prior to event. Pallets will be charged a \$11 per pallet fee.</p>	<p>Connie Mueller, CMP</p> <p>C/O Renaissance Seattle Hotel</p> <p>515 Madison Street</p> <p>Seattle, WA 98104</p> <p>EVENT NAME: SIFE - MARCH 30, 2012</p> <p>HOLD FOR _____ (on-site contact)</p> <p>Box 1 of _____</p>