

SHIPPING AND RECEIVING:

Due to the limited storage space, we request that shipments not arrive any earlier than three (3) days prior to the group's arrival.

Please send all your packages to:

(Name of Event)

(Name of Owner and Exhibitor)

Marriott Marina del Rey

4100 Admiralty Way

Marina del Rey, CA 90292

A charge per box/envelope will be assessed for handling of each outgoing package, in addition to the standard postage/shipment fee.

Shipping charges are as follows. No items will be allowed to be accepted into the hotel no earlier than 3 days out. In the event the hotel accepts a package or box on your behalf that pertains to a meeting, there will be a charge:

Boxes Under 50lbs	\$20.00
Boxes Over 50lbs	\$30.00
Luggage / Cases	\$20.00
Pallets of any size	\$175.00
Large Crates over 50lbs	\$75.00
Crates under 50lbs	\$50.00