

# The UPS Store™

Whatever you need in shipping, postal, document and business services, you'll find it conveniently around the corner at The UPS Store.

## Packaging, Shipping & Receiving Services

- Full-Service Packaging
- UPS® Air & Ground
- Freight Shipments
- Package Receiving

## Packaging & Moving Supplies

- Boxes, Bubble Cushioning, Tape

## Mailbox & Postal Services

- Full-Service Mail & Package Receiving
- Mail Holding & Forwarding
- 24-Hour Mailbox Access\*
- Postage Stamps
- Metered Mail

## Copying, Finishing & Printing Services

- Black & White Copies
- Color Copies
- Full-Service Copying
- Binding, Laminating & Collating
- Custom Printing Services
- Business Cards, Stationery

## Additional Products & Services\*

- Fax Sending & Receiving
- Notary Services
- Office Supplies
- Computer Services
- Greeting Cards
- Passport Photos
- Money Orders/Transfers

\*Available at participating locations.

**Anaheim Hilton**  
**777 W. Convention Way**  
**Anaheim Ca. 92802**

**714 - 740 - 4248 Tel**  
**714 - 740 - 4599 Fax**

**Email:**  
**[Store6019@theupsstore.com](mailto:Store6019@theupsstore.com)**

**Printing:**  
**[Print6019@theupsstore.com](mailto:Print6019@theupsstore.com)**

**For packages sent to the  
hotel please reference guest  
name on package\***

The UPS Store centers are independently owned and operated by licensed franchisees of Mail Boxes Etc., Inc., an indirect subsidiary of United Parcel Service of America, Inc., a Delaware corporation. Services and hours of operation may vary by location.  
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**For locations nearest you, visit  
[www.theupsstore.com](http://www.theupsstore.com)**

# Services & Pricing Guide



**The UPS Store™**

## Shipping Services

### Domestic

- UPS Next Day Air®
- UPS 2nd Day Air®
- UPS 3 Day Select SM
- UPS Ground

### International

- Letters
- Packages
- Freight

### Air and motor freight

### Moving van services

### Local project pickup

## Packaging Services

- Professionally trained staff
- Highest packaging standards
- Any size, value, shape or weight
- Accept packages (incoming and outgoing) for any shipping provider

## Moving Supplies

- Boxes
- Bubble cushioning
- Packing peanuts
- Tape
- Markers

## Black & White Copies

Full-service 20 lb bond white paper

8.5" X 11"	0.49
8.5" X 14"	0.75
11" X 17"	1.00

## Package Handling Fees\*

### Inbound and Outbound Charges

Letter 1oz or less	\$2.00
Letter over 1oz	\$5.00
1-10 lbs	\$10.00
Medium Packages	
11-20 lbs	\$15.00
21-30 lbs	\$20.00
31-40 lbs	\$30.00
41-50 lbs	\$40.00
Large Packages	
51-75 lbs	\$50.00
76-100 lbs	\$75.00
101 lbs and over	\$100.00
Pallets	\$150.00

\*Guest are notified when packages arrive via their guest room messaging service and or upon guest check in process at hotel  
Handling fees include delivery of boxes to any desired location within the hotel.

## Color Copies

8.5" X 11"	1.49
8.5" X 14"	2.00
11" X 17"	3.00

## Fax Service Fees

Incoming 1 <sup>st</sup> thru 5 <sup>th</sup> page	\$3.00
Incoming 4 <sup>th</sup> page and up	\$1.00
Outgoing Domestic 1 <sup>st</sup> page	\$5.00
Outgoing Domestic 2 <sup>nd</sup> and up	\$1.00
International Outgoing 1 <sup>st</sup> page	\$10.00
International 2 <sup>nd</sup> page and up	\$1.00

## Document Finishing Services

- Collating
- Stapling
- Binding
- Laminating

## Printing Services

- Signs (24 Hour notice)
- Banners (24 Hour notice)

## Additional Products & Services\*

- Office supplies
- Notary services
- Computer services
- Computer rental
- Internet service

\*Please see Associate for additional services



# Shipping and Receiving Fee Schedule Terms & Conditions

## INCOMING PACKAGES

**Incoming packages** are received by our Shipping & Receiving department. Major couriers (FedEx, UPS) deliver their packages to the hotel between 8:00 a.m. and 12 noon, Monday through Friday. Saturday deliveries are available from all major couriers. Incoming packages are held in the Shipping & Receiving department for guests (a message is left on the guest room phone or attached to the reservation of guests who have not yet arrived) awaiting the guests delivery instructions. Guests should call the Bell Desk at extension 5266 to make delivery arrangements. The Bell Desk is available for service 24 hours a day.

**Meeting Planners / Groups:** Arrangements for large shipments to the hotel should be coordinated with your Convention Service or Catering Service Manager. "Remote Shipping Desks" staffed by Anaheim Marriott staff may be arranged in advance. Handling fees apply to all packages received or shipped.

**Shipment Information:** The address to which you may ship your packages is: Anaheim Marriott Hotel 700 West Convention Way Anaheim, Ca. 92802 It is required that packages are sent to the attention of the person who will be receiving them from the Bell Desk. Handling fees will be charged at the time of receipt unless previous billing arrangements have been made.

**Assistance To Anaheim Convention Center:** Bell Desk service is available to assist guests with packages to the entrance of the Anaheim Convention Center. Arrangements for assistance may be coordinated with the Bell Captain.

## TERMS AND CONDITIONS

**Storage Policy:** Convention materials are welcomed at the hotel anytime prior to an event. Materials that are received before an event are charged for storage, in addition to handling, for each day stored before being received by our guests.

**Delivery Policy:** Materials being delivered to ballrooms, meeting rooms or anywhere on the convention floor must be signed for at the time of delivery. The Bell Desk will not deliver materials to insecure/unattended areas. Once materials are delivered and signed for they are the responsibility of the consignee.

**Freight Policy:** Materials to be shipped from the hotel by any carrier other than Fed Ex or UPS must be arranged for in advance with the shipping department. Appropriate billing may be arranged or a credit card must be provided for payment.

## OUTGOING PACKAGES

Parcels and envelopes for next day delivery via courier services should be dropped off at the Bell Desk no later than 2 p.m., Monday through Friday for next day delivery. Parcels and envelopes for Saturday pickup should be brought to the Bell Desk no later than 11 a.m. for most couriers. Outgoing envelopes and parcels not requiring overnight delivery can be dropped off at the Bell Desk 24 hours a day. The Bell Desk provides access to all major couriers. Parcels and envelopes billed to group master accounts, guest rooms or credit cards will be billed at hotel retail rates. Guests are encouraged to completely fill out the shipping forms that our Bell Desk will provide you to ensure that we have adequate information to ship your packages appropriately. Hotel handling rates apply to all outgoing packages.

## FEE SCHEDULE

### **Incoming & Outgoing Packages:**

Letter Packs – no charge

Packages & Boxes - \$10.00

Self Contained Display Unit / Cases - \$25.00

Pallets or Oversized Containers - \$100.00 *and up*

### **Storage Per Day:**

Packages & Boxes - \$10.00

Self Contained Display Unit / Cases - \$25.00

Pallets or Oversized Containers - \$100.00 *and up*

### **Labor:**

Labor - Per Hour - Per Person (*Pallet Jack-1Hour Minimum*) - \$100.00

### **Packaging Supplies:**

Boxes, bubble wrap, packaging guns, tape and other supplies also available at Kinko's located in the Oasis Lobby.

*The Anaheim Marriott assumes no responsibility for materials left in ballrooms, meeting rooms or anywhere on the convention floor unless they have been physically received and signed for by our Shipping or Bell Desk staff.*

*All charges will be made to your room, credit card or group master bill unless other arrangements have been made in advance. These fees will appear on your account as a charge from Shipping.*



**Helpful Links:**

**Contact Us:**

**Shipping:** [Arthur.Dennis@Marriott.com](mailto:Arthur.Dennis@Marriott.com)

**Bell Desk:** [Don.Trudgeon@Marriott.com](mailto:Don.Trudgeon@Marriott.com)

**Phone:** 714-703-3157 **FAX:** 714-750-9100

## **SHERATON PARK HOTEL AT THE ANAHEIM RESORT**

1855 South Harbor Boulevard, Anaheim, CA 92802

Exhibitor packages received and handled through the Shipping Department will be charged at the rates listed below. Shipments requiring payment of any additional fees will be denied.

- |                                |                    |
|--------------------------------|--------------------|
| ➤ Boxes up to 36" x 24" x 24"  | \$5.00 Per Box     |
| ➤ Larger Boxes / Display Cases | \$10.00 Per Box    |
| ➤ Pallets                      | \$60.00 Per Pallet |

Deliveries requiring the use of the loading dock for an extended period of time and / or special equipment need to be coordinated with the Shipping Department in advance. Charges may apply.

All packages will be received through our shipping and receiving department who will notify Guest Services. These packages can be retrieved from there. Packages can be retrieved at any time through guest services and can be shipped back the same way.