

SHIPPING TO THE BOOT CAMP

Packages should be addressed as follows:

Hyatt Regency Coconut Point Resort & Spa

5001 Coconut Road

Bonita Springs, FL 34134

Hold For: Group Name / Dates of Meeting

Name of the individual who will ask for the box(s) on property

Box(s) # _____ of _____

Exhibit Name & table number if applicable

Storage space is extremely limited. Small packages will be accepted (5) business days prior to the meeting date. It is important that the boxes are labeled correctly to ensure that they arrive on time to the booth location. Each received package will be subject to a \$20 per box handling fee. Pallets are charged at a rate of \$150. A 6% Sales Tax will apply to all shipments.

At the conclusion of the program, there will be a representative from our onsite AV department, PSAV, who manages the Business Center in the exhibit hall with extra labels to collect any boxes that need to be shipped out. Exhibitors need their own FedEx or UPS account numbers or credit card information for those labels. An outgoing handling fee of \$10 per box applies, plus the cost of shipping, and a 6% Sales Tax will apply.

We do not handle any incoming or outgoing freight. Our staff cannot assist in moving freight off or on a truck for any reason. Let me know if this is a concern.