

THE WESTIN

RANCHO MIRAGE GOLF RESORT & SPA

Shipping and Receiving Exhibitor Form

Regarding the shipping of any equipment or boxes to our resort, they should be addressed as follows:

ATTN: (the name of your event manager)

Hold For: (name of individual receiving package/name of convention)

The Westin Rancho Mirage Golf Resort & Spa

71333 Dinah Shore Dr. Rancho Mirage, CA 92270

Please complete this form and email it to shipping@westinranchomirage.com

Name: _____ **Date of Arrival:** _____

Conference Name: _____ **Booth/Table #:** _____

Company Name: _____ **Telephone #:** _____

Email Address: _____

(Sertifi Link will be sent to collect payment method)

Shipping & Receiving Charges

The Business Center offers shipping services via all major couriers with weekday pickups. The resort charges a handling fee for all incoming and outgoing parcels, excluding incoming envelopes. Please call our Shipping & Receiving department at (760) 422-6855 regarding any shipping needs.

INCOMING HANDLING FEES

<i>Envelope - ea</i>	
<i>1-5 lbs pkg - ea</i>	
<i>6-20 lbs pkg - ea</i>	
<i>21-45 lbs pkg - ea</i>	
<i>46-70 lbs pkg - ea</i>	
<i>71-100 lbs pkg - ea</i>	
<i>101-150 lbs pkg - ea</i>	
<i>151 + lbs pkg - ea</i>	
<i>Golf Bag / Box - ea</i>	
<i>Self-Contained Display Unit - ea</i>	
<i>Pallet / Skid - ea</i>	
<i>Forklift Required / Oversized - ea</i>	
<i>Labor - Per Hour Per Man</i>	

OUTGOING HANDLING FEES

<i>\$5 Envelope - ea</i>	<i>\$5</i>
<i>\$7 Sm Pkg - up to 12" long - ea</i>	<i>\$7</i>
<i>\$13 Med Pkg - up to 18" long - ea</i>	<i>\$13</i>
<i>\$25 Lg Pkg - up to 24" long - ea</i>	<i>\$25</i>
<i>\$35 XL Pkg - over 24" long - ea</i>	<i>\$40</i>
<i>\$60 Golf Bag / Box - ea</i>	<i>\$10</i>
<i>\$70 Self-Contained Display Unit - ea</i>	<i>\$60</i>
<i>\$85 Pallet / Skid - ea</i>	<i>\$175</i>
<i>\$10 Forklift Required / Oversized - ea</i>	<i>\$350</i>
<i>\$60 Labor - Per Hour Per Man</i>	<i>\$50</i>
<i>\$175</i>	
<i>\$350</i>	
<i>\$50</i>	

Storage Fee: (Up to 3 Days) \$7.00 Per Package, Per Day. \$60.00 Per Pallet/Crate, Per Day.