

**RENAISSANCE CLEVELAND HOTEL SHIPPING AND  
RECEIVING PRICE LIST**

HOURS OF OPERATION: MONDAY-FRIDAY 6: 30 A.M.-3:00 P.M.  
(ADJUSTED BASED ON DEMAND)

**INCOMING PARCEL FEE(individual, personal guest packages/shipment)**

- \$10.00 process and handling fee per parcel. (Includes exhibitor road cases)
- No charge for courier provided envelopes (*i.e. Federal Express/UPS*)

**OUTGOING PARCEL FEE**

- \$35 processing and handling fee per parcel on guest or hotel account. (Includes exhibitor road cases)
- Shipping available via FedEx/UPS/ on guest account – UPS on Hotel account.
- Rates and service fees charged according to service provider's table rate.
- Envelopes sent on guest account are complimentary.
- LABOR SERVICES (Including pack and ship) \$ 25.00 per hour with a four hour minimum.
- Rate for packaging and labeling is \$30 per package.

**FREIGHT--- INCOMING / OUTGOING(convention, meeting, exhibitor, tradeshow, vendor shipment)**

<b><u>WEIGHT (IN POUNDS)</u></b>	<b><u>PROCESS AND HANDLING (INCLUDES 3 DAYS OF STORAGE)</u></b>	<b><u>ADDITIONAL STORAGE (PER DAY)</u></b>
Shipment to the Hotel	\$50.00 per 100lbs.	\$50.00 Minimum \$25.00
Special Handling on- Site	\$75.00 per 100lbs	\$25.00
Outbound Shipping	\$50.00 per 100lbs	\$25.00

**Calculation of Order:** When recording weight, please round up to the next 100lbs.  
(i.e.: 270 lbs. = 300 lbs., 3 X Rate = Dollars or minimum, whichever is greater.)

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**\*\*\*STORAGE\*\*\***

- 3 DAYS complimentary. Additional storage charge of \$25 per day, per pallet and/or parcel.

*For additional info, contact Louis Zsula at [Louis.Zsula@renaissancehotels.com](mailto:Louis.Zsula@renaissancehotels.com)*