

Drayage Charges 2009

Renaissance Riverview Plaza and The Battle House, A Renaissance Hotel & Spa.

There is a fee associated with the receipt, storage, or shipment of packages from point to point within the Hotel.

This charge includes up to 3 business days storage prior to opening of show or event, delivery to exhibitors booth or meeting space, and removal to loading dock at the close of the show, as well as reloading onto outbound carriers when applicable.

The fees for services are listed below:

Item	Weight	Incoming/Outgoing
Packages	Up to 25 (lbs)	\$ 10.00
Packages	Up to 50 (lbs)	\$ 20.00
Packages	Up to 75 (lbs)	\$ 30.00
Packages	Up to 100 (lbs)	\$ 40.00
Skidded Pallets/Crates	CWT (Per 100 lbs)	\$ 75.00

Packages (Boxes, Crates, Pallets, Etc.) to arrive no more than **4** business days prior to the convention date.

Receiving hours are 7 am- 4 pm CST, Monday - Friday

A surcharge may be applied for evenings, weekends, and holidays as applicable.

Skidded Pallets/ Crates, materials must be able to fit on a standard 42 inch pallet, and must not exceed 72" in height or 58" in width. Such loads will be charged at the rate of \$75.00 per 100 lb – CWT.

Please inform your Convention Event Manager if sending large amount of packages as soon as possible to ensure space availability.

To ensure proper delivery of packages, please include the following information:

Name of Hotel (Renaissance Riverview Plaza / Battle House Hotel and Spa)

Company name or Contact/ Date of Meeting/ Name of Meeting

Number each package (For example: Box 1 of 3, Box 2 of 3, Box 3 of 3.)

Outbound packages will be charged at a **rate not less then \$10.00** for a prepackaged item.

It will be the responsibility of the guest to ensure that all outgoing shipping, be properly labeled and packaged.

This includes; Name of recipient, address, and zip code.

Any charges may be applied to a guest room if you are staying in the Hotel.