

## ETI Tool Tech 2022 – Shipping Details

To ensure important packages are handled properly, we suggest that you ship them no more than two (2) days prior to your scheduled functions. Please have all packages clearly labeled as follows:

Coronado Island Marriott  
2000 2<sup>nd</sup> Street, Coronado CA 92118  
Your Name, ETI ToolTech May 2-4  
Hotel Event Manager - Indira

Often, not all requested information will fit on the label. Please write “ETI ToolTech” on the box to ensure the shipment is associated with our group.

Following these simple guidelines will help us to direct your packages to the proper area.

### Handling and Holding Fee Per Day:

5 - 10 boxes up to 50lbs each = \$50 total per day

11 - 20 boxes up to 50lbs each = \$150 total per day

21 - 50 boxes up to 50lbs each = \$200 total per day

Over 50 boxes up to 50lbs each = \$300 total per day

Pallet - \$600 total per day

- Due to limited holding space, shipments can only arrive three (3) days before the event.
- Handling/Holding fees are the responsibility of the shipper.
- Pallet size shipments will need special arrangements.
- **Please have tracking information for each box you ship to the hotel.**

### Outgoing Shipments:

- Please bring packaging tape to seal up your boxes. ETI or the hotel will *not* provide it.
- Each exhibitor must pre-print a shipping label with your shipping account number on it.
- Boxes that are sealed and labeled can be left in the ETI office for pick up by hotel staff.
- Note: Box(es) that are not sealed or labeled, will not be picked up.
- The hotel does not have a FedEx/UPS office on site.