



Sheraton Music City Hotel Package and Freight Handling Charges

All Packages should be labeled as follows:

Name of Group Contact and/or On-Site Contact
Name and Date of Meeting
Name of Hotel Contact
c/o Sheraton Music City Hotel
777 McGavock Pike
Nashville, TN 37214
Box(es) ___of___(Multiple boxes MUST be numbered)

Storage Fees

Packages should not arrive more than three days prior to arrival. A storage fee of \$5.00 per box per day will be billed to your hotel account for those boxes that arrive early. This charge will also apply for any boxes stored during your meeting.

Handling Fees

Overnight Envelopes:	\$2.00 each
Meeting Planner Shipment:	\$5.00 each, \$75.00 per pallet
Exhibitor:	\$75.00 per pallet, \$10.00 per case and \$5.00 per box.

Supplies and Equipment Rental

Flat Bed Cart	\$25.00 each per 4 hours
Crate Storage	\$10.00 per day, per crate
Pallet Jack	\$100.00 per 4 hours
Labor	\$40.00 per hour

Outgoing Shipments

All outgoing shipments must have appropriate labels. The hotel will charge a handling fee of \$5.00 per box in addition to the cost of the shipping.