

Shipping and receiving instructions for The UPS Store® location at the Santa Clara Marriott Hotel.

Shipping instructions

Please fill out your label exactly as shown below:

Santa Clara Marriott/Event Name/Company Name

C/O of First Name, Last Name/ Contact Phone

2700 Mission College Blvd

Santa Clara, CA 950 54



https://www.marriott.com/meeting-event-hotels/event-management-services.mi?stop_mobi=yes

Pickup instructions

If a drayage company is handling the event, you can pick up your packages from our location or the drayage company will deliver them to your booth. If you are not using a drayage company, you can pick up your packages from our location or an associate will deliver them to your booth.

Hours:

Mon – Fri 8:30 am – 6:30 pm

Saturday 8 am – 4 pm

Sunday Closed

We may offer extended hours during certain events. Contact us at 408 .980 .9131 for event hours.

Receiving/handling/storage information

All outbound packages must be brought to our location - please do not leave packages at your booth. Packages not picked up after three business days will incur additional storage fees based on original storage pricing.

Packages/overnight letter(s) Handling Fees (per box and weight)

Envelope	\$6
1-10 lbs	\$8
11-20 lbs	\$10
21-40 lbs	\$20
41-60 lbs	\$40
61-100 lbs	\$75
Pallet	\$275

(Shrink-wrapped & self-contained)

All packages accrue 10% of the handling fee if held by our location more than three days before the start or after the end of an event.

The UPS Store®



We offer a wide variety of convenient products and services to help make your event go smoothly, contact us today for more information:

Santa Clara Marriott Hotel

2700 Mission College Blvd #140 Santa

Clara, CA 95054 408.980.9131

store4168@theupsstore.com

theupsstore.com/4168