

# SAN DIEGO MARRIOTT MISSION VALLEY

## SHIPPING & HANDLING POLICY

Shipping Box Label:

ATTN: MILKA MUSSIE

EVENT NAME

BOX \_\_\_ of \_\_\_

SAN DIEGO MARRIOTT MISSION VALLEY

8757 RIO SAN DIEGO DRIVE

SAN DIEGO, CA 92108

Shipping/Handling Policy:

- Please ship all boxes to hotel three (3) days prior to event date. Hotel will store boxes for up to three (3) days without incurring storage fees. Anything prior/post the three (3) days of event date(s) will incur storage fee of \$50.00 per day.
- Please provide tracking number of boxes to your Event Manager if possible.
- All boxes will be delivered to meeting room on day of event (unless other times/dates are requested by event contact).
- All outgoing boxes must be properly taped and with proper return labels. Event contact must schedule all pick up's of boxes. Hotel will not assume responsibility of these tasks.