RENAISSANCE DES MOINES SAVERY HOTEL

HOTEL CONTACT

Grace Baker
Executive Event Manager
515-365-7241
grace.baker2@renaissancehotels.com

AV CONTACT

Denise Augustine
Director of Event Technology
Hybrid+ Certified
515-318-4433
denise.augustine@encoreglobal.com

ROOM BLOCK

Book your group rate for FutureCon

PARKING

The best parking option is the City of Des Moines 4th and Grand Parking Garage, which is located directly across the street and it accessible from the venue via skywalk on level two (or just walking across the street). The rates in the garage are \$1/hour or \$10/day maximum.

SHIPPING INSTRUCTIONS

Incoming Packages

Renaissance Des Moines Savery Hotel 401 Locust Street Des Moines, IA, 50309

- Boxes shipped to the hotel for use during your event, must be addressed to the onsite contact, hotel Event Manager Grace Baker, FutureCon and date of event
- Maximum of 4 boxes shipped no more than 3 days prior to the event are included as complimentary services/no fees.
- Contact the Event Manager (Grace Baker, info above) for additional information.
- For items stored over the 3 day complimentary period, charges begin on the 4th day:
 - Boxes \$5/each
 - Oversized boxes 50 pounds or more \$10
 - Display Cases \$40
 - Pallets \$125
 - Crates \$150

Outgoing Packages

Package, label, and seal all packages. Schedule pickup arrangements with shipping carrier for the next day. Take to front desk.