

# NASHVILLE MARRIOTT COOL SPRINGS

## HOTEL CONTACT

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## AV CONTACT

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## PARKING

- Complimentary

## SHIPPING INSTRUCTIONS

### **Incoming Packages**

FRANKLIN MARRIOTT COOL SPRINGS

GROUP OR SHOW NAME

ATTENTION: (Registered Guest Name/Exhibitor with Check-in Date)

700 COOL SPRINGS BLVD

FRANKLIN, TN 37067

- Multiple boxes/containers should each be marked as follows:  
“(Box number) of (total number shipped)”. For example: Box 1 of 4, Box 2 of 4.
- Venue Shipping Policies:
  1. All packages sent should be labeled as listed above.
  2. The hotel asks that shipments arrive no more than (3) days prior to the meeting or event. Shipments received earlier than (3) days prior will be assessed an additional \$25.00 per day storage fee.
  3. Hotel will provide delivery to the event location on the date of set-up. The Registered Guest/Exhibitor will be asked to sign for all packages before they are released. The Registered Guest/Exhibitor is responsible for all unpacking and set-up of exhibit items.
  4. At the conclusion of the meeting or event, the Registered Guest/Exhibitor will be responsible for all the dismantling, repacking and sealing of outbound shipments.
  5. All outbound shipments will require completed shipping documents, including billing account numbers.
  6. **All package charges can be placed on a guest room folio or paid for with credit card on-site.**
- Incoming Shipping Charges:  
(Charge includes receiving, storage, handling and outbound shipping)  
Express Packs / Envelopes: Complimentary  
Box / Container under 25 pounds: \$5.00 each  
Box / Container 25 pounds or more: \$10.00 each  
Pallets / Freight Items: \$50.00 each

### **Outgoing Packages**

- Label and seal all packages and ensure pick up arrangements are made with shipping carrier. Leave packages in vendor room.

### **ROOM BLOCK**

- **There is no room block at this hotel.** However, below is the link for the 10% off the regular rate (not pre-pay) for guest rooms.

### **[Book your corporate rate for Catering Rate](#)**

You will find the information for your online reservation link below. If you have questions or need help with the link, please do not hesitate to ask. We appreciate your business and look forward to working with you in the future

### **Participating properties:**

- **Franklin Marriott Cool Springs**

### **[Book your corporate rate for Catering Rate](#)**