

# MARRIOTT CITY CENTER CHARLOTTE

## VENUE CONTACT

- Zerena Brown | Event Manager  
Charlotte Marriott City Center  
100 West Trade Street, Charlotte, NC 28202  
T: 704-421-8035  
[zerena.brown@marriott.com](mailto:zerena.brown@marriott.com)

## AV CONTACT

- Carla Torres  
Sales Manager  
Encore  
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## SHIPPING

### Incoming Packages

- Please make sure your package label is addressed to the hotel and include the below information on your package labels:  
**Guest Name/Group Name**  
**Attention:** Zerena Brown  
**Event Name**  
**Hotel address:** Charlotte Marriott City Center | 100 West Trade | Charlotte, NC 28202  
**All boxes must be labeled HOLD FOR FUTURECON TRADESHOW**  
**Not more than 3 days prior**  
**SHIPPING FEES WAIVED**

### Outgoing Packages

- Package, seal and label all packages. Schedule pickup arrangements with shipping carrier and leave packages on tables.

## PARKING

- Event Valet is \$20.00 per car, Day parking \$28

## ROOM BLOCK

- Sleeping rooms and room block Shay Jackson  
[sharonika.jackson@marriott.com](mailto:sharonika.jackson@marriott.com)

[Book your group rate for FutureCon](#)

Please have guests reserve on or before the cut-off date of 08.13.2025