



VENUE CONTACT

- Emily Burgess
Event Manager
604-633-6437
emily.burgess@westin.com

AV CONTACT

- Candace Li
Sales Coordinator, Encore Global AV
604-679-7056
candace.li@encoreglobal.com

SHIPPING INSTRUCTIONS

Incoming Packages

- Please complete the Westin Bayshore Package Label and attach to all boxes - each box will need its own completed label. Then email Emily Burgess at emily.burgess@westin.com to confirm all incoming packages. She will provide a secure link to pay for shipping & handling fees.
- Shipping & Handling fees for each package are as follows:
 - 1-5 lbs: \$10.00
 - 6-20 lbs: \$15.00
 - 21-50 lbs: \$25.00
 - Over 50 lbs: \$50.00
 - NOTE: All prices shown are in Canadian Dollars/CAD
- Shipments not to arrive more than 3 days prior to arrival

- Address all packages as follows:
 - Attn: (Contact Name)
HOLD FOR FUTURECON - (Name of Company)
The Westin Bayshore, Vancouver
1601 Bayshore Drive
Vancouver, BC
Canada
V6G 2V4

Outgoing Packages

- Package, seal, and label all packages. Schedule pickup arrangements for next day and leave packages on empty booth tables.

PARKING

- The venue has created a special code for your guests attending this event. This code is valid only for self-parking during the event, and NOT valid for overnight parking.
 - **Daily rate: \$26.00**
- Parking lot is located on **1620 Bayshore Drive Vancouver (Indigo Lot 088)**. Pay Stations are conveniently located on each level as well as at the Hotel Main Entrance.
- Overflow lot is available and located on **1675 Bayshore Drive Vancouver (Indigo Lot 138)**.
- Pay Station Instructions: After parking your vehicle, please go to a pay station to obtain a receipt for parking. The License Plate of your vehicle is required to vend a valid receipt.
 1. At the meter, scroll through the choices by choosing “More Choices” until you see “EVENTS”.
 2. Select this option.
 3. Enter your license plate number
 4. Enter the special code **8802608**
 5. Insert payment. Charge is \$26.00 per vehicle
 6. Wait for receipt to print. No need to display on dashboard of your vehicle.
- For guests staying overnight they have the option for self-parking (same parking lots as above) or valet parking. Pricing is as follows:
 - Hourly: \$8.00; Daily: \$49.00
 - Valet: Daily: \$59.00

ROOM BLOCK

- <https://app.marriott.com/reslink?id=1774912984155&key=GRP&app=resvlink>
- Last Day to Book : Tuesday, June 9, 2026
- NOTE: All prices shown are in Canadian Dollars/CAD