

ElectriCities Annual Conference August 16-18, 2021 Shipping Instructions

Make Arrangements for Exhibit Services

If you have exhibit materials that you would like shipped before the conference, please use the following instructions:

Shipping & Receiving

The following address is to be used when sending packages to the Resort for conference/trade show usage:

Sonesta Resort Hilton Head Island 130 Shipyard Drive Hilton Head Island, SC 29928

HOLD FOR: Recipients Name and Company Name (under which the booth is booked) /

Conference Name & Date(s)

Box(s) _____ of _____ (multiple boxes MUST be numbered)

ATTN: Joy Guthrie

Handling/storage fees will be assessed for all parcels sent directly to the Resort:

- Standard Parcel \$15.00 per item
- Rolling Case/Crate \$30.00 each
- Pallet \$75.00 each

For more information, contact ElectriCities of North Carolina, Inc. Jason Thigpen, Sponsors Team | <u>ithigpen@electricities.org</u> | <u>www.electricities.com</u>

Please ship items to arrive no earlier than (7) days prior to the event (August 8,

2021). Please note that for shipments scheduled to arrive on your check-in day, standard daily delivery times are typically between 1:00 PM and 4:00 PM based on carrier and there is no guarantee of early delivery.

Due to the limited amount of storage space and receiving capabilities, the Resort is unable to accept any shipments that exceed 100 pounds. Arrangements for shipping exhibit materials that exceed this limit should be made through the following:

Blue Chip Expo 118-B Mathews Drive Hilton Head Island, SC 29926 Phone – 843-681-4545 Fax – 843-689-5959 Scott Lee, Manager