

## **PACKAGES / PARCELS** **EXHIBITOR FACTS**

Please ship parcels / packages to arrive no more than 3 days prior to the meeting. Include the name of the meeting and date on the label, and mark it to the attention of yourself and the Catering / Events Manager. Numbering boxes 1 of 5, 2 of 5, etc. is often a good idea.

1.) Because the Hilton Myrtle Beach Resort does not have adequate facilities to receive and store exhibit materials, the Exhibitor should contact the following drayage company for information on charges and billing arrangements for inbound / outbound freight. Please refer to our incoming freight charges at bottom of page should you decide to use us.

### **Convention Makers**

Contact: Danny Grinnell  
Phone: (843) 650 - 6300  
Fax: (843) 650 - 6301  
(Tables, Pipe, Drape, Drayage)

### **Mailing Address:**

P.O. Box 988  
Myrtle Beach, SC 29577

### **Shipping Address:**

4501 Hwy 544  
Myrtle Beach, SC 29588

Arrangements must also be made for pick-up of outbound freight. In the event materials need to be picked up on a weekend and none of the above companies are available, please make alternate arrangements.

**In the event materials are sent to the Hilton Myrtle Beach Resort without prior approval of The Catering / Events Manager, the receiving department at the Hilton Myrtle Beach Resort will refuse shipment and the materials will be returned to sender.**

An Electrical Service Order Form must be filled out by each exhibitor and submitted. This form is mandatory and must be received at least 7 days prior to show date.

***Please note: There is a rental charge for the use of extension cords.***

Audio Visual Equipment and the extension cords are available through Presentation Services  
Phone: 843-692-3123

The Hilton Myrtle Beach Resort's lease agreements with our lobby shops preclude the sale of items which may be purchased in their shops. Items being sold directly to convention attendees during an Exhibit Show must have prior approval.

If a clear and dedicated line is needed, the Exhibitor must contact the Catering / Events Manager 30 days prior to the date needed. Current prices are \$150.00 per line plus applicable charges per call. A valid credit card number must accompany all orders. Wireless High Speed Internet access is also available for \$9.95 per day per connection. Please contact your Catering / Events Manager for details.

### **INCOMING FREIGHT CHARGES IF SHIPPED TO HOTEL**

Less than 50 pounds:	\$10.00 each
Over 50 pounds:	\$20.00 each
Pallets:	\$150.00 each

*\* Same fees apply for outgoing freight*