

# OMNI HOTEL AT CNN CENTER

## SHIPPING INFORMATION



The correct shipping address should read as follows:

**Your Name**  
**Your Company/Group, Arrival Date**  
**Omni Hotel at CNN Center**  
**100 CNN Center**  
**Atlanta, GA 30303**

All guest packages will be charged per item upon arrival by the purchasing department with the exception of envelopes, which will be complimentary. Non-registered guests will need to be charged depending on the delivering department. Any package arriving earlier than three (3) days prior to the guest's arrival will be charged an additional fee for storage of \$3.00 per box and \$15.00 per pallet or crate. The Hotel has only limited storage space.

Our current pricing structure is as follows:

	<b>Registered Guest</b>	<b>Non-registered Guest</b>
Letter/Pak	No Charge	\$5.00
Small Box	\$5.00 per Box	\$7.50 per Box
Large Box (greater than 40 lbs.)	\$10.00 per Box	\$15.00 per Box
Case/Crate	\$10.00 per Item	\$40.00 per Item
Pallet	\$30.00 per Pallet	\$125.00 per Pallet

Prices include receiving, tracking and one-way delivery to meeting rooms or guest room.

Please note that the Omni Hotel at CNN Center does not accept exhibitor material, as an outside exhibit company must be utilized for the setup & drayage of exhibit shows.