

# Kalahari Convention Center Shipping & Receiving

## *UPS Pick up Time*

### Hours:

Monday – Friday 3:00 pm  
Saturday – Sunday Needs to be pre-arranged by guest.

## *FedEx Pick up Time*

### Hours:

Monday – Friday Needs to be pre-arranged by guest before  
11:00 am – For same day pick-up.  
Saturday – Sunday Needs to be pre-arranged by guest.

## *Package Handling Fees*

### IN-BOUND PACKAGE HANDLING FEES

The minimum fees are as follows.

0 to 5 pounds	\$ 5.00 each
6 to 20 pounds	\$ 10.00 each
21 to 50 pounds	\$ 15.00 each
Over 50	\$ 25.00 each
Crates	\$ 50.00 each
Pallets	\$ 75.00 each

The price for receiving will be based on pounds and will include storage.  
If storage exceeds 3 days, a \$25 per item/day storage fee will be added.

### OUTBOUND PACKAGE HANDLING FEES

\$ 5.00 each box
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**ALL GUESTS USE THEIR OWN PERSONAL ACCOUNT NUMBER OR CREDIT CARD  
TO SHIP THEIR PACKAGE OUT.**

**The hotel is not responsible for packing or for supplying any  
packing materials except for blank writable FedEx and UPS  
Airbills.**

**Any materials left behind without shipping instructions will be  
discarded three business days after your departure date.**