



2009 AAUW National Convention | Breaking through Barriers

AAUW members may send packaged materials to the Renaissance St. Louis Grand and Suites Hotel before the AAUW national convention, June 26–28. **No materials may arrive before June 23, 2009. If you send materials prior to this date, you risk losing them.** All packaged materials must be sent to the hotel address. The address must include the attendee’s name and arrival date, as shown below. As registered guests at the hotel, attendees are responsible for all fees related to the incoming and outgoing of these materials, as required by the hotel. AAUW will not be held responsible for these fees, which are detailed below.

Packaged materials may be sent to the following address:

Renaissance St. Louis Grand & Suites Hotel
 900 Washington Avenue
 Saint Louis, MO 63101
 HOLD FOR [INSERT ATTENDEE NAME]
 TO ARRIVE ON [INSERT ATTENDEE ARRIVAL DATE]

Members (registered guests) will be charged by the hotel for the incoming/outgoing of materials as instructed below.

Weight (in pounds)	Processing and Handling (price includes storage for 3 business days)	Additional Storage (cost per day after the first 3 days)
0–15	\$5	\$25
16–30	\$10	\$25
31–50	\$15	\$25
51–75	\$20	\$25
76–100	\$40	\$25

101 and up	\$0.50 per pound	\$25
Pallet	\$150 per pallet	\$25

Incoming Parcel Fee

There will be no charge for courier-provided envelopes and boxes (e.g., Federal Express, UPS, Airborne, DHL).

Outgoing Parcel Fee

There will be no charge for courier-provided envelopes and boxes.

Shipping will be available via UPS, FedEx, and Airborne.

Rates will be posted according to service provider's table rate plus packing material.

Packing Material Charges

Bubble Wrap	\$1 per foot
Boxes	\$2 to \$10 per box, based on the size of the box(es)
Packing Tape	\$6 per roll
Packing Peanuts	\$1 per half cubic foot

Labor Services (including packing and shipping and drayage services)

There will be a charge of \$25 per hour, with a four-hour minimum.

If you have any questions, please contact the Renaissance St. Louis Grand and Suites Hotel directly at 314/621-9600.