

PACKAGE SHIPPING AND RECEIVING

The SpringHill Suites & TownePlace Suites by Marriott Orlando at Flamingo Crossings/Western Entrance are pleased to offer on-site packaging and receiving services at the Front Desk. To expedite handling of your package, regardless of service (FedEx, UPS, DHL, or freight), please **address** as follows:

Guest Name/Arrival Date/Contact Telephone#
 SpringHill Suites or TownePlace Suites
 13279/13295 Flamingo Crossings Blvd.
 Winter Garden, FL 34787

Handling fees will apply according to the below schedule and rates, in addition to any shipping charges incurred.

Receiving Handling Fees:

Packages (per)	
0-25 lbs	\$5.00
26-50 lbs	\$10.00
Over 50 lbs	\$20.00
Wooden Crate	\$75.00
Pallet	\$100.00

*Must be present at time of delivery (18 years of age or older) to sign for package/fee charge (you may charge to your room or pay at time of delivery)

Receiving fees include securing and handling of packages as well as notifying guest of delivery. Due to the space limitation, package storage is **up to 5 business days**. Packages that are stored longer will be assessed a daily fee of \$2.00. Packages stored longer than 30 days may be returned to sender.



13279/13295 Flamingo Crossings Blvd.
 Winter Garden, FL 34787
 T 407-507-1200 SpringHill
 T 407-507-1300 TownePlace
www.marriott.com/mcocr
www.marriott.com/mcofm