



Sheraton[®]

MIAMI AIRPORT
HOTEL & EXECUTIVE MEETING CENTER

Package Handling



Receiving

1. Packages can be sent to Sheraton Miami for guests no more than 3 days prior to a valid reservation / meeting;
2. Packages name must be the same as the hotel reservation / meeting;
3. For packages that do not meet this guidelines the hotel reserves the right to refuse the package;
4. The hotel shall not be liable for any merchandise that may have been damaged during the shipping process.

Fees

\$4: boxes 0 lb-8 lbs (0kg - 3.63 kg)

\$8: boxes 8 lbs - 16 lbs (3.64kg - 7.27 kg)

\$12: boxes 16 lbs - 24 lbs (7.28kg - 10.9 kg)

\$25: boxes 25 lbs-70lbs (11.36 kg - 31.8 kg)

For anything larger please contact the hotel.

- A. These fees are occurring for each day the package is in our possession;
- B. Exceptions are made only for platinum guests that are entitled of 2 complimentary boxes that follow the guidelines in the receiving section.

Shipping

1. Outgoing packages will be allowed for 24 hours after a guest departure in order to accommodate shipping arrangements made by the guest with a carrier of his / her choice;
2. After the 24 hour period we will start assessing fees as described in the fees section.
3. After 1 week if the package is still not shipped out the hotel reserves the right to discard it.