

# The UPS Store™



## Under New Management

DoubleTree by Hilton &  
Miami Airport Convention Center

Vendor Package

## We're Here to Help



Tel: 786.391.2858 | Fax: 786-636-8131  
Store6804@theupsstore.com  
Theupstorelocal.com/6804

# Shipping and Receiving

The UPS Store provides a full range of services to include:

- Packaging
- Crating & Palletizing
- Shipping: Domestic & International
- Exhibit Drayage
- Freight Shipments (Inbound and Outbound)

**Please address all packages as indicated below:**

**The UPS Store 6804  
Attn: Name, Show & Booth  
755 NW 72 Ave  
Plaza 20  
Miami, FL 33126  
Phone Number**

In addition, please include this information on the package:

**EVENT NAME & EVENT DATE(S)**

**With our receiving services, we can have your packages delivered to your conference or meeting room before you arrive. Giving you more time to focus on your event.**

# Printing Services

With a fulltime Print Manager and Graphic Designer let us prove to you that we can make the difference between a successful event and one to be remembered. If it can be printed ... we can do it!

- Digital B&W and Color Prints
  - Posters, Banners, Signs
  - Foam Core Mounting
  - Brochures, Pamphlets, and Flyers
  - Binding and Laminating
  - Retractable Banners
  - Business Cards
  - Letterhead and Stationary
- and much, much more...

All our print products are competitively priced to give you value and convenience. Please contact us directly to discuss your printing options prior to your next event.

786.391.2858

[Store6804@theupsstore.com](mailto:Store6804@theupsstore.com)

**By printing on-site, we can offer an incredible deal by eliminating shipping and handling fees!**

# PARCEL SERVICE UNDER NEW MANAGEMENT

The UPS Store is open the following hours to best serve your needs:

## Hours of Operations

M-F 8am – 7pm

Sat 9am – 5pm

Sun 10am – 3pm

**External carries such as FedEx, DHL, private carriers, Etc. charges may be applied differently. Please ask our UPS Store representative for more information.**

If you are expecting more than 10 packages or any pallets, please coordinate your delivery with The UPS Store.

Additional fees may apply for shipments or deliveries outside of normal business hours. The UPS Store can ship small packages or freight for any event. Current UPS rates are charged on top of any handling fee. Full service packing available as well. Pricing varies by item, size, and value.

The UPS Store is not responsible for any abandoned materials and they are discarded 6 months after receiving date.

Upon request, a UPS Shipping Station can be setup on the show room floor during move in and move out. This allows your exhibitors to have easy access to package receiving and shipping: faster move in, faster move out.

## Package Handling Fees per package Individually.

Flat Docs. Envelope	\$5.00
1-50 lbs	\$10.00
51-100 lbs	\$20.00
51-500 lbs	\$50.00
501-2000 lbs	\$100.00
2001 lbs and over	\$200.00

Plan and be prepared. Shipping your items ahead of time allows you to focus more on your day to day commitments leading into your conference, meeting, or convention.

Includes receiving and storage for up to 7 days after package arrival.

\*\*\$1 extra per day storage fee will be applied after the 7th day.

Charges apply per package individually

**Outbound charges apply to Non-UPS packages.**

The UPS Store @ DoubleTree Hotel and MACC  
755 NW 72 Ave, Plaza 20  
Miami, FL 33126  
786.391.2858 Tel  
786.636.8131 Fax

Booth#: \_\_\_\_\_

Show Name: \_\_\_\_\_

## BLANKET AUTHORIZATION FOR CREDIT CARD CHARGE

Date: \_\_\_\_\_

Day Phone: \_\_\_\_\_

Email: \_\_\_\_\_

*This form will authorize The UPS Store #6804 to charge my:*

Visa

Mastercard

AMEX

Discover

Account # \_\_\_\_\_

Expiration Date: \_\_\_\_\_

For the following:

Shipping Services

Packaging Services

Handling Fees

Service Fees

I authorize The UPS Store to charge for services indicated above.

I understand that **ALL SALES ARE FINAL** and that there are **NO EXCHANGES or REFUNDS**.

I am the holder of the card and I authorize the card to be charged for the services above.

Print Name (As it appears on card) \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Billing Address (As it appears on your credit card statement):

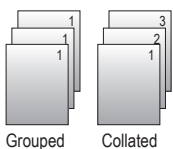
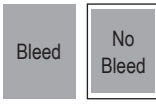
\_\_\_\_\_  
\_\_\_\_\_  
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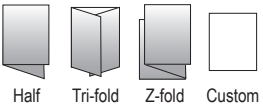

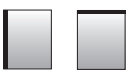
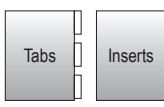
Name/Company Name	Contact Name
Address	Phone
City, State Zip	Email Address
Associate Name	Job _____ of _____
Date/Time Due	<input type="checkbox"/> Pick-up <input type="checkbox"/> Delivery <input type="checkbox"/> Ship


Originals & File Information
<input type="checkbox"/> Hardcopy
<input type="checkbox"/> Digital - File Name: _____
File Location: _____
_____

Finished Product							
<input type="checkbox"/> Brochures	<input type="checkbox"/> Business Cards	<input type="checkbox"/> Calendars	<input type="checkbox"/> Flyers	<input type="checkbox"/> Forms	<input type="checkbox"/> Greeting Cards	<input type="checkbox"/> Letterhead	
<input type="checkbox"/> Newsletters	<input type="checkbox"/> Note Pads	<input type="checkbox"/> Postcards	<input type="checkbox"/> EDDM Retail	<input type="checkbox"/> Posters	<input type="checkbox"/> Banners	<input type="checkbox"/> Other _____	

Production Details											
Output	Impressions	Sets	Total	Paper Size		Paper Type	Sides				
<input type="checkbox"/> Color		X	=	<input type="checkbox"/> 8.5 x 11	<input type="checkbox"/> 11 x 17	_____	<table border="1"> <tr> <td>1:1</td> <td>1:2</td> </tr> <tr> <td>2:1</td> <td>2:2</td> </tr> </table>	1:1	1:2	2:1	2:2
1:1	1:2										
2:1	2:2										
<input type="checkbox"/> Black & White		X	=	<input type="checkbox"/> 8.5 x 14	<input type="checkbox"/> 12 x 18						
<input type="checkbox"/> Wide Format		X	=	<input type="checkbox"/> Other _____ X _____							

Collation	Multi-Up	Page Scaling	Bleed Setup & Crop Marks	Document Creation						
 <p>Grouped Collated</p>	<table border="1"> <tr> <td>2-up</td> <td>3-up</td> </tr> <tr> <td>4-up</td> <td>10-up</td> </tr> <tr> <td>12-up</td> <td>__-up</td> </tr> </table>	2-up	3-up	4-up	10-up	12-up	__-up	<input type="checkbox"/> _____ % <input type="checkbox"/> Reduce to Fit <input type="checkbox"/> Enlarge to Fit	 <p>Crop Marks? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<input type="checkbox"/> File Setup <input type="checkbox"/> File Edit <input type="checkbox"/> Design *add notes on back Est Time: _____ Act. Time: _____
2-up	3-up									
4-up	10-up									
12-up	__-up									

Finishing Details					
Cutting	Stapling & Booklets	Folding	Punch	Padding	Tabs/Inserts
Final Size: _____ x _____ Yield: _____	<input type="checkbox"/> Machine <input type="checkbox"/> Manual 	<input type="checkbox"/> Machine <input type="checkbox"/> Manual 		 Qty: _____ Pages Per: _____	 # of tabs/inserts _____

Binding	Covers	Lamination	Mounting
 Bind Color _____ <input type="checkbox"/> Open Left <input type="checkbox"/> Open Top	<input type="checkbox"/> Front Type: _____ Printed? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Back Type: _____ Printed? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Roll <input type="checkbox"/> Pouch Mil: _____ <input type="checkbox"/> 8.5 x 11 <input type="checkbox"/> 8.5 x 14 <input type="checkbox"/> 11 x 17 <input type="checkbox"/> ___ x ___	Board Type: _____

Direct Mail Services		
<input type="checkbox"/> Every Door Direct Mail - Retail®	<input type="checkbox"/> Pre-sorted Standard mail	<input type="checkbox"/> Customer Provided List
Routes: _____ _____ _____	<input type="checkbox"/> Pre-sorted First Class mail	<input type="checkbox"/> Purchase mailing list
	<input type="checkbox"/> Other _____	Number of records _____
		List Criteria: _____ _____

# **We Look Forward to Serving You!**

**As you begin planning your event, remember The UPS Store is here to serve you in any way we can. Our partnership with The Doubletree Hotel and Miami Airport Convention Center has given us the opportunity to assist you with every facet of your stay. Don't hesitate to let us know how we can help better your visit to Miami.**

**We can print anything you'd possibly need and have it ready and awaiting your arrival. On time, in one piece, guaranteed to meet your expectation.**

**Send your packages ahead of time and we'll have it ready and awaiting your instructions. Peace of mind goes along way when planning a conference for several thousand people.**

**Use our expertise to ship everything to the next destination or back home.**

**You're the best at what you do. We're the best at what we do.**

**Let us prove it to you. Call today for more information.**