

# Glazier Clinics

1880 Office Club Pointe, Suite 239, Colorado Springs, CO 80920 ▪ (719) 536-0069 ▪ FAX (719) 536-0073

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## Exhibitor Shipping Information Chicago

### Shipping & Receiving

With prior notification and approval from the Sales Department , packages for meetings may be delivered to the Hotel three working days prior to the meeting date. The following information should be on all packages: A) group name; B) the name of the hotel contact; C) the name of the group's contact person; D) the date of the function. Any alternative arrangements are to be approved by the Sales Department. Group/Customers are responsible for the return shipping on all packages.

A one-time charge will be applied as following:

\$50 per pallet,

\$30 per crate and/or display case.

Package and handling charges are as follows:

10 lbs or less: \$3 / 10-25 lbs: \$5 / 25-50 lbs \$8 / Over 50lbs: \$12

Sales Department

Mike Teed
630) 242-5970
<a href="mailto:mteed@oakbrookhillsresort.com">mteed@oakbrookhillsresort.com</a>