

# MARGARITAVILLE<sup>®</sup>

## *Beach Resort*

HOLLYWOOD BEACH, FL.

### *Exhibitor Box Form*

Ship To:  
 Margaritaville Hollywood Beach Resort  
 Guest Name/Company/Conference Name  
 1111 North Ocean Drive Hollywood, FL 33019  
 Telephone: 954-874-4444

Return this form to:  
[ssteffen@mhbr.com](mailto:ssteffen@mhbr.com)

Location:	Start Date:	End Date:	Booth #:
Event / Group:			
Name (on the box shipped)	Telephone		
Company	Fax		
Street Address	PO Number		
City, State, Zip	Order Date		

Please provide the following information for box handling and storage. (please provide tracking numbers if available)

Qty	Equipment	Rate per Item in/out	Total
	Boxes – Shipped to/from of the Hotel	\$15.00++ Each	
	Pallets – Shipped to/from of the Hotel	\$150.00++ Each	
	Crates – Shipped to/from of the Hotel	\$200.00++ Each	

++ 7% Sales Tax, 2% Public User Fee and 25% Service Charge

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### **Shipping**

All exhibitor materials shipped to the hotel must not arrive prior to three (3) business day prior to the event. All outgoing materials are the responsibility of each exhibitor. Packing, labeling and arranging for shipping are the responsibility of each individual exhibitor. The hotel is not responsible for outbound shipping. Fedex picks up at the hotel regularly, if freight or any other shipping company must be called for a scheduled pick up by each individual.

### **Loading Dock**

Load-In/Load-Out times at the hotel dock can be scheduled through your event manager.

Only one truck is permitted at the loading dock at any time.

A Loss Prevention officer will be required for all load-ins and load-outs for the safety of guests, security of the dock and traffic coordination. Costs may be incurred.

### **Additional Items**

Nothing may be adhered to any walls or wood surfaces including doors and in-room woodwork. T-pins or any other stick pins may not be used on any wall or surface. Any tape applied to walls, floors and furnishings must be pre-approved by the Hotel's event manager.

### **Insurance**

The Margaritaville Beach Resort reserves the right to collect an additional deposit for any possible damage to the facility. All material used in the ballroom or other exhibit area of the hotel, **MUST** be non-flammable to conform to local fire department regulations. Electrical wiring is at the exhibitors' expense. Engines, motors or any kind of equipment may be operated only with the consent of the Director of Engineering. All Exhibitors are responsible for any damages that are incurred at the property. Any and all property destroyed or damaged by exhibitors must be replaced in its original condition by the exhibitor or at the exhibitor's expense.

#### *Guestroom Charge Authorization:*

I authorize Margaritaville Hollywood Beach Resort to charge my Guestroom for box handling and storage fees when my room has been assigned and checked in, and associated charges will be settled at checkout.

Guest Name: \_\_\_\_\_ Confirmation# \_\_\_\_\_ Room # \_\_\_\_\_

**-OR-**

#### *Credit Card Authorization:*

I authorize Margaritaville Hollywood Beach Resort to charge my credit card for box handling and storage fees.

Name of Card Holder: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CVV: \_\_\_\_\_

Signature: \_\_\_\_\_