The Oley Foundation

The Peabody Hotel – Memphis TN

June 22-29, 2018

SHIPPING FORM

If you are sending any packages to the hotel for this meeting/trade show, please complete this form and the attached credit card authorization and fax to Debbie Butterick at 901-529-3629 by June 18, 2018 – Noon CST. Packages are not to be delivered to the hotel prior to June 21, 2018 or you will incur storage charges in addition to package handling charges.

All packages are to be addressed as listed below:

The Peabody Hotel Memphis

149 Union Avenue

Memphis TN 38103

Hold for: Rep Name/Company Name/Oley Conference

Arriving: Arrival Date

Name of Sender: _____

Company of Sender: _____

Shipping Date: _____

Estimated Day of Arrival: _____

Package Handling Pricing

Boxes (20 pounds or less)	$10.00 per box
Boxes (over 20 pounds)	$.75 per pound
Pallets (plus box charges per pound)	$100.00
Weekend Receipt of Pallets (plus box charges)	$150.00
Storage Charges (4 or more days of storage)	$10.00 per box per day

Carrier	Tracking #	Description of Package