

SHIPMENT OF BOXES

The following recommendations are provided for you and/or your shipping department's assistance:

DUE TO LIMITED STORAGE SPACE AT THE WESTIN SAVANNAH HARBOR RESORT, BOXES CAN BE ACCEPTED NO MORE THAN THREE (3) WORKING DAYS PRIOR TO THE START OF THE SUMMIT. A STORAGE FEE OF \$10.00 PER DAY PER BOX WILL BE APPLIED TO ALL MATERIALS SHIPPED EARLIER THAN THREE (3) DAYS PRIOR TO THE EVENT. THE HOTEL IS NOT RESPONSIBLE FOR PERISHABLE ITEMS.

1. Labeling boxes/displays for shipment to The Westin Savannah Harbor Resort are to include the following:
 - Name and date(s) of the event: (AATCC Textile Discovery Summit, Oct. 6-8, 2024)
 - Name of your company's agent/vendor attending the event
 - # of boxes being shipped ... Example: 1 of 5, 2 of 5 etc ...
 - If attending agent/vendor is a guest of the hotel, indicate his/her check-in date
 - Ship to address:
Westin Savannah Harbor Resort
One Resort Drive
Savannah, GA 31421
(912) 201-2000
Attn: Christine De Nunzio
2. A \$6.00 box charge will be assessed to all incoming boxes/parcels. Due to limited storage space, boxes can be accepted no more than three (3) working days prior to the start of the Summit. A storage fee of \$10.00 per day per box will be applied to all materials shipped earlier than three (3) days prior to the event.
3. Your return address should include your company name, address, and phone number.
4. Make sure that your agent/vendor remembers to bring the appropriate forms and shipping labels for forwarding displays and materials to their next destination. You are responsible for shipping items back from the hotel. AATCC and The Westin Savannah Harbor Resort are not responsible for return shipments.
5. It is helpful that in the unlikely event of a shipping mix-up, your attending agent/vendor know the tracking numbers for the receiving department.

Following these simple steps will assist the hotel staff and expedite the handling of your displays and materials.