



Document Efficiency
At Work.®

A RICOH COMPANY

Convention Services

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For Shipping questions
please contact the business center

**You can now save money and have peace of mind through our
EXHIBITOR AND SPEAKER DISCOUNTS
which are competitive with sources you may now use.
Contact Stacey Austin for a quote on printing, posters, banners, and custom print jobs.**

Shipping Addresses:

Disney's Coronado Springs Resort
1000 West Buena Vista Drive
Lake Buena Vista, FL 32830
Phone: 407-939-3883 Fax: 407-938-9340

Disney's Grand Floridian Resort & Spa
4401 Floridian Way
Lake Buena Vista, FL 32830
Phone: 407-824-2996 Fax: 407-938-9343

Disney's Boardwalk Resort
2101 Epcot Resorts Blvd.
Lake Buena Vista, FL 32830
Phone: 407-939-2399 Fax: 407-938-9341

Disney's Contemporary Resort
4600 North World Drive
Lake Buena Vista, FL 32830
Phone: 407-824-1780 Fax: 407-938-9342

Disney's Yacht Club Resort
1750 Epcot Resorts Blvd.
Lake Buena Vista, FL 32830
Phone: 407-934-3861 Fax: 407-938-9339

**Package Processing Discounts:
For projects printed on property**

Print Orders of \$500.00+
10% Discount on Package Processing Fees

Print Orders of \$1,000.00+
20% Discount on Package Processing Fees

Handling Fees:		Quantity:
Envelope/ Small Box (up to 4 lbs)	\$3.00	
Medium Box (5-20 lbs)	\$5.00	
Large Box (21-70 lbs)	\$10.00	
Boxes 71 lbs- over	\$.70/lb	
Display Cases (Up to 70lbs)	\$15.00	
Display Cases (70lbs & Above)	\$.70/lb	
Pallets	\$.70/lb	

Total

If you want to have your shipment at your booth please submit this payment:

Please Print Or Type

Event Name: _____ Event Dates: _____

Company Name: _____ Booth No: _____

Address: _____ City, State, Zip _____

Phone: _____ Fax: _____

--Payment in full must be rendered before the beginning of the show either in advance or prior to the start of the event--

Form of Payment:

Money Order

Credit Card

Visa

MasterCard

American Express

Charges Total \$ _____

Card No: _____

Exp. Date: ____/____/____

Name on Card _____