



SHIPPING GUIDELINES FOR EXHIBITORS AND ATTENDEES

All items must be labeled as follows:

Beau Rivage Resort & Casino
ATTN: _____ (Name of person who will pick up item)/Hotel Guest or Non-hotel Guest
Group you are exhibiting for
875 Beach Blvd.
Biloxi, MS 39530
Box 1 of _____

All items can be picked up at the Business Center located on the convention floor. The hours of operation are as follows:

Monday – Friday 8:00 AM – 4:00 PM
Saturday & Sunday *With Prior Arrangements*

All items are charged based on weight (except for large items – see below):

0-50 pounds: \$5.00 per piece
51-100 pounds: \$10.00 per piece
101-200 pounds: \$15.00 per piece

Due to a shortage in storage space, large items cannot be sent (3) days before pick-up of item(s) and cannot be kept any longer than the last day of the scheduled event.

LARGE ITEMS & ITEMS BROUGHT OR DELIVERED TO LOADING DOCK

Large items are defined, but not limited to items on pallets, crates or needs assistance with pallet jacks.

Fee to Pick-up Item(s) at Loading Dock and bring to Convention Floor - \$75 per item
Fee to remove item(s) from Convention Floor to bring to Loading Dock - \$75 per item
***Beau Rivage will bring item to table. It is your responsibility to set it up, un-crate, etc. and take it down/crate back up, etc.

Storage Fee - \$150 per day/per item
***This includes storage for "container"

Due to a shortage in storage space, large items cannot be sent (3) days before pick-up of item(s) and cannot be kept any longer than the last day of the scheduled event.

Shipping of large items must be coordinated with the Convention Services Manager prior to item(s) arrival and departure. Bringing items are having items delivered to the loading dock must also be coordinated with the Convention Services Manager prior to item(s) arrival and departure. Otherwise, item(s) **will be refused**.

ALL INDIVIDUALS ACCESSING THE LOADING DOCK AND BACK OF THE HOUSE AREAS ARE REQUIRED TO OBTAIN A VISITORS BADGE FROM SECURITY