

TOGETHER BY HYATT

Know Before You Ship

SHIPPING & RECEIVING GUIDELINES

DELIVERY WINDOW

- Packages not accepted more than 5 business days before arrival
- Early shipments: \$25/day per package | \$250/day per pallet

HANDELING FEES (BY WEIGHT)

Weight Range	Fee
1-25 lbs	\$25
26-50 lbs	\$50
51-75 lbs	\$75
76+ lbs	\$100
Pallets	\$300

AFTER YOUR EVENT

- **Pre-labeled** boxes: Held for UPS/FedEx pickup; charged per weight above, and picked up following business day.
- **Boxes Not pre-labeled:** Shipped via FedEx, the hotel can provide labels. (Shipping costs include the standard FedEx rate plus a per-box handling fee based on weight)

FREIGHT SHIPMENTS

- Guest schedules pickup.
- **Hyatt Employees not responsible for unloading freight from truck/vehicle.**
- Stored at loading dock: **\$300/pallet.**
- Uncollected after 24 hrs: **+\$250/day.**

LABELING INFORMATION

Hyatt Regency Coconut Point Resort & Spa
Guest Name & Conference Name
5001 Coconut Road Bonita Springs, FL 34134
Box # __ of __
Exhibit Name & Booth # (if applicable)

IMPORTANT NOTES

- Hotel does not supply shipping supplies
- All charges billed directly to guest room
- Overnight shipping for boxes without a pre-made label must contact purchasing directly

 [CLICK HERE](#) for loading dock information

Questions?

Please contact the Hotel Purchasing Department with any questions at (239) 390 - 4250

7am - 3pm, 7 days a week.

Together by Hyatt is the foundation for creating meaningful, connected experiences. It guides how we plan and deliver events, making every detail feel more cared for, efficient, impactful, and intentional.

Learn more about our approach through [Together by Hyatt](#).

