

PACKAGE CENTER

TELEPHONE: 702-785-5565 FAX: 702-785-5510
 (All prices subject to change)

The Planet Hollywood Package Center is open 7 days a week.

**Hours of operation: Monday – Friday, 7am – 6pm
 and Saturday – Sunday, 8am – 4pm**

Key Contacts:

Michael Rivas

PH Package Center Representative
 Office: 702.785.5565
 Mobile: 702.721.6270
 Fax: 702.785.5510
 mrivas@caesars.com

George Carter

CET Package Operations Manager
 Office: 702.731.7057
 Mobile: 702.481.2308
 Fax: 702.731.7234
 gcarter@caesars.com

IMPORTANT: Shipments should arrive to the hotel no sooner than three (3) business days prior to Guest arrival.*

RECEIVING INSTRUCTIONS

To ensure proper delivery please follow the address labeling instructions below:

First & Last Name (Guest)

Planet Hollywood Package Center
 3667 Las Vegas Blvd. South
 Las Vegas, NV 89109
 Group/Conference and Arrival Dates
 Guest Mobile Contact Number
 _____ of _____ (ex. 1 of 10)

PACKAGE HANDLING FEES

There is a standard handling & processing charge that is assessed to all packages and freight that are sent to The Planet Hollywood Package Center Resort Hotel & Casino, based on weight.

SERVICE FEES

(Inbound/Outbound)

- Letters \$5 each
- Packages, by weight in pounds
- 00 – 10 \$10 each
- 11 – 20 \$15 each
- 21 – 30 \$20 each
- 31 – 40 \$30 each
- 41 – 60 \$40 each
- 61 – 80 \$50 each
- 81 – 100 \$80 each
- 100+ \$.80 each pound
- Pallet/Skid/Crate \$400 each
- Boxes/Tubes

**Storage fees may apply for items arriving more than 3 days in advance of group or individual arrival date.*

HOW TO PICKUP YOUR SHIPMENT

- **Group/Meeting Planners** are encouraged to arrange delivery of their shipments in advance by contacting their assigned Convention Services Manager or by contacting the Package Center at **702.785.5565**.
- Recipients are encouraged to contact the **Package Center at 702.785.5565** to arrange for delivery to an agreed upon delivery location (outside of Conference Ctr Entrance, Guest Room, Lobby, etc)

GROUP/MEETING PLANNERS SHIPPING OUTBOUND

- **Group/Meeting Planners** should make arrangements with their assigned Convention Services Manager or by contacting the **Package Center at 702.785.5565**.

ALL INDIVIDUAL ATTENDEES AND EXHIBITORS SHIPPING OUTBOUND

- Guest/Attendees/Exhibitors are invited to contact the UPS Store located at the entrance to the Conference Center by calling **702.785.5499**.

FAME SETS THE SCENE

