

Convenient mailbox, document and pack-and-ship services. Get that and more at The UPS Store®.

### Mailbox Services

- A street address, not a P.O. Box number
- 24-hour access\*
- Package acceptance from all shipping carriers
- Package receipt notification
- Mail holding and forwarding†
- Call-in MailCheck®

### Digital Printing & Document Services

- Full-service and turnkey solutions
- Color and black & white printing and copying
- Professional finishing
  - Collating, binding, laminating and folding
- Custom printing
  - Flyers, newsletters, brochures, menus
  - Postcards, business cards, stationery and more
- Faxing
  - Sending and receiving

### Packing & Shipping

- UPS® air products and UPS Ground
- Full-service guaranteed packing\*
- International shipping
- Freight shipments
- Postal services including postage stamps

### Moving Supplies & Packaging Materials

- Boxes
- Cushioning
- Tape
- Moving kits\*

### Additional Products & Services

- Notary Services
- Office Supplies
- Greeting Cards
- Passport Photos\*
- Computer services\*
- Money orders/transfers\*†

\*Available at participating locations.  
†Additional fees may apply.

**The UPS Store®**  
Business Center  
Roosevelt Hotel  
130 Roosevelt Way  
New Orleans, LA

504-335-3114 Tel  
504-335-3109 Fax

[Store6122@theupsstore.com](mailto:Store6122@theupsstore.com)

Monday – Friday 9:00am-5pm  
Saturday-Sunday 9:00am-1:00pm  
\*Flexible Hours for Conventions and Peak  
Periods

**We can handle all of your  
Event Business Center needs  
at the  
Roosevelt Hotel!**

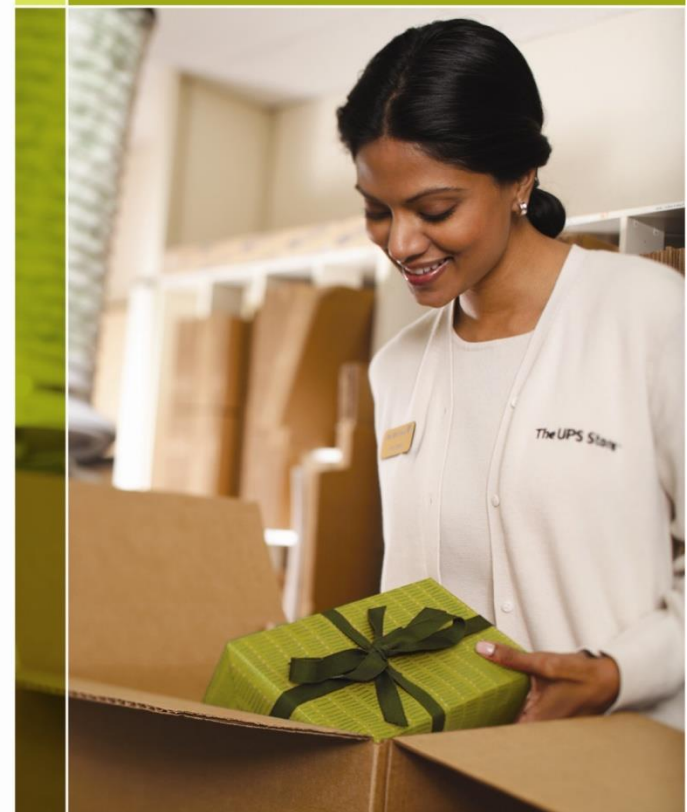
### IMPORTANT

**Shipping Instructions:**  
The UPS Store/Roosevelt  
Guest Name and Arrival Date  
Name of Event (if applicable)  
123 Baronne Street  
New Orleans, LA 70112

**\*\*Unclaimed parcels will be returned to sender 30  
days after they are received and processed by  
The UPS Store**

The UPS Store centers are independently owned and operated by licensed franchisees of Mail Boxes Etc., Inc., an indirect subsidiary of United Parcel Service of America, Inc., a Delaware corporation. Services and hours of operation may vary by location.  
Copyright ©2007 Mail Boxes Etc., Inc. 41020080807

# Services & Pricing Guide



**The UPS Store®**



## Shipping Handling Fees\*

### Small Packages

Letters/Packs	5.00
1-20 lbs	10.00

### Medium Packages

21-50 lbs	15.00
51-75 lbs	20.00

### Large Packages

76-100 lbs	35.00
101-150 lbs	50.00

### Freight

Wooden Crates & 150lbs +	75.00
Pallets less than 200 lbs	150.00
EXTRA LARGE - QUOTE	200.00+

\*Includes labeling, taping, getting to the dock and logging tracking numbers.

## Receiving Handling/Storage Fees\*

Storage Fees included for up to 3 bus. days

### Small Packages

Letters/Packs	5.00
1-10 lbs	10.00
11-20 lbs	15.00

### Medium Packages

21-50 Lbs	20.00
51-75 lbs	30.00

### Large Packages

76-100 lbs	50.00
101-150 lbs	65.00

### Freight

Wooden Crates & 150lbs +	75.00
Pallets (must be shrink wrapped) less than 200 lbs	150.00
EXTRA LARGE - QUOTE	200.00+

\*Includes Receiving, securing and storage for up to 3 business day prior to arrival.

## Event Preparation

### Presentation Handouts

Name Badges		Call for Quote
Tent Cards	2.00 B/W	3.00 color
Business Cards		Call for Quote
Banners		Call for Quote
Signs		Call for Quote

### Black & White Printing & Copying

20 lb bond white paper 8.5" X 11"

1-500	.25
501-1000	.20
1000+	.15

### Full Color Printing & Copying

28 lb bond white paper 8.5"x11"

1-50	.99
51-100	.89
100+	.79

## Document Finishing Services

Coil Binding under 1/2"	3.50
Coil Binding over 1/2 "	4.50
Stapling (Set)	.02
Hole Punch (Sheet)	.03
Folding (Sheet)	.25
Cutting (Sheet)	.15
Laminating	2.49
Hand Collation	40/hr
Custom Presentation	40/hr

## Fax Services

Incoming Faxes	2.00
	<b>Outgoing Fax</b>
Domestic 1st Page	3.00
Domestic add'l Pages	1.00
International 1st page	9.95
International add'l pg	3.50

### 24hr Computer Rental (Min \$5.95)

.59 each minute
.50 each black & white print
1.50 each color print

### Meeting Planner Tool Kit (14.99 3-Day Rental)

DEPOSIT 50.00

<b>Includes:</b>	Stapler
	Staple Remover
	Tape Dispenser
	Scissors
	Letter Opener
	Ruler
	Tape Measure
	Calculator
	Box Cutter

### Office Supplies Included for Purchase:

Post it notes, yellow pads, pens, pencils, highlighters, sharpie, white out, paper clips, binder clips, spiral notebooks, Flash drive, index cards

### Shipping Services

UPS Next Day Air  
UPS 2<sup>nd</sup> Day Air  
UPS 3 Day Select  
UPS Ground  
International  
Air and Motor Freight

### Packaging Services

Professionally Trained Staff  
Highest packing standards  
Any Size, value, shape or weight

### Packaging Supplies

Boxes  
Tape  
Bubble Wrap & Peanuts  
Sharpies