

PACKAGE HANDLING

INBOUND SHIPMENTS

To ensure that your shipments are routed in a timely fashion, use the following addressing format for your labels on each package:

Recipient Name (GUEST)
 Group Name/Arrival Date
 c/o Harrah's Resort
 Business Center
 777 Harrah's Blvd
 Atlantic City, NJ 08401
 ____ of ____ (ex. 1 of 10)

INBOUND RECEIVING FEES

Boxes/Tubes By Weight In Pounds:

Envelope	\$5 each
10 lbs & Under\$10 each
11 to 20 lbs.\$15 each
21 to 30 lbs.\$20 each
31 to 40 lbs.\$30 each
41 to 60 lbs.\$40 each
61 to 80 lbs.\$50 each
81 to 100 lbs.\$80 each
100+\$.80 each pound
Pallet/Skid/Crate	\$400 each flat fee

All pricing subject to change

Package Storage Fees, per package, per day:

Package\$15 each
Pallet/Skid/Crate\$40 each

Storage fees may apply for items arriving more than 48 hours early.

Storage space is limited! Large Volume Shippers call 609-441-5703 in advance or contact your convention representative.

OUTBOUND SHIPMENTS

We utilize FedEx, UPS and USPS for Domestic & Worldwide Shipping Service Carriers. The Harrah's Resort Business Center is glad to be able to assist you with your outbound shipments.



OUTBOUND HANDLING SERVICE

Envelope	\$5 each
10 lbs & Under\$10 each
11 to 20 lbs.\$15 each
21 to 30 lbs.\$20 each
31 to 40 lbs.\$30 each
41 to 60 lbs.\$40 each
61 to 80 lbs.\$50 each
81 to 100 lbs.\$80 each
100+\$.80 per pound
Pallet/Skid/Crates	\$400 each flat fee

For your convenience, we also sell various sizes of cardboard boxes, tubes and packaging supplies.

HARRAH'S RESORT BUSINESS CENTER

777 Harrah's Blvd. PHONE: 609-441-5703
 Atlantic City, NJ 08401 FAX: 609-441-5867
 EMAIL: HACBUSINESSCENTER@harrahs.com



BUSINESS CENTER SERVICES & PRICE LIST

HOURS OF OPERATION

Monday – Friday ■ 7am – 7pm*
 Saturday – Sunday ■ 9am – 5pm*

*Hours of operation are subject to change

Located off the hotel lobby near the Atrium Tower





For your convenience the Business Center offers a variety of services for conference and meeting sponsors as well as attendees.

WE ARE PROUD TO OFFER THE FOLLOWING SERVICES:

- Shipping & Receiving
 - Boarding Passes
 - Faxing/Scanning
 - Photocopying
 - Printing Services
 - Office Supplies
- Internet & Computer Access
- Cellular Phone Chargers

FAXING SERVICES

609-441-5867

RECEIVING FAX

Per Page Black & White	\$1
Per Page Color	\$2

SENDING DOMESTIC

Per Page.	\$2
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SENDING INTERNATIONAL

Per Page.	\$3
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SCANNING

Per Page.	\$1
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PRINTING

Per Page, Single Sided

Black & White	\$0.75
Color	\$1.50
Boarding Pass	\$5

DESKTOP PUBLISHING & SECRETARIAL SERVICES

Word Processing	See Representative For Details
Data Entry	See Representative For Details
Hand Sorting/Stapling	See Representative For Details

COMPUTER SERVICES

COMPUTER WORKSTATIONS • 3 AVAILABLE

Internet Access (High-Speed Cable)

15 Minute Minimum	\$5
16 – 30 Minutes	\$10
Per Minute After 30 Minutes	\$0.50

PHOTOCOPYING

BLACK PRINT ON WHITE PAPER

Per Copy Plus Tax

8.5" X 11" & 8.5" X 14" SINGLE-SIDED

1 – 1,999 pages	\$0.25
2,000 – 3,999	\$0.19

8.5" X 11" & 8.5" X 14" DOUBLE-SIDED

1 – 1,999 pages	\$0.35
2,000 – 3,999	\$0.29

SPECIALTY PAPER

In addition to per copy price

Color Paper or White Card Stock.	\$0.03
Color Card Stock	\$0.06

Hand Placing on Glass

In addition to per copy price.	\$0.20
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Reductions/Enlargements

In addition to per copy price.	\$0.20
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COLOR COPIES

Per Copy Plus Tax

8.5" X 11" & 8.5" X 14" SINGLE-SIDED

1 – 249 pages	\$1
250 – 499	\$0.85

8.5" X 11" & 8.5" X 14" DOUBLE-SIDED

1 – 249 pages	\$1.65
250 – 499	\$1.50

ADDITIONAL SERVICES AVAILABLE

Business Cards	See Representative For Details
Tent Cards	See Representative For Details
Name Badges	See Representative For Details

PHONE CHARGERS

Phone Chargers	\$29.99 – \$39.99 Plus Tax
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All pricing subject to change and NJ Sales Tax