

GOLDEN NUGGET SHIPPING INSTRUCTIONS

SHIPPING & RECEIVING

Shipments should be delivered to the Hotel no more than three (3) working days prior to the program date commencement. Handling charges are assessed for incoming and outgoing packages by weight. Group may be required to retain a drayage company for excessive shipments. Please consult with your Catering/Convention Services Manager for pricing and receiving restrictions.

ADDRESS PACKAGES:

- **FOR USPS:**

Guest Name and/or Group Name
c/o Golden Nugget Sales and Catering Department
PO BOX 6426
Stateline, NV 89449

- **FOR ALL OTHER CARRIERS:**

Guest Name and/or Group Name
c/o Golden Nugget Sales and Catering Department
50 US HWY 50
Stateline, NV 89449

INCLUDE:

Group Name
Group Contact
Date of Event & Function Room

Golden Nugget Hotel & Casino reserves the right to refuse receipt of any package.

SHIPPING SERVICES

FedEx, UPS

Prices are based on weight, dimension and destination. Package handling price is per piece and applies to all incoming and outgoing boxes or packages

Package Size	Delivery Fee, Per Item	Storage Fee, Per Day, Per Item
Envelope	\$3.00	\$2.00
Boxes	\$7.00	\$5.00
Pallets and Crates	\$150.00	\$100.00

LARGE ITEMS

Please see your Catering and Conference Planning Manager for details, shipping guidelines and prices. All production equipment and personnel arriving on site should be scheduled in advance through the receiving warehouse. Security passes are required for all non-Golden Nugget employees to be in the back of the house.

For any questions, please reach out to your Catering and Conference Planning Manager:

Cameron Wiebe

Banquet Manager

cameron.wiebe@gnltn.com

775-589-7774

SET UP & TEARDOWN

Sponsors will receive designated space assignment maps upon check-in and have access to the Grand Ballroom for set up 12-4 pm on 9/15 and again at 7-9 am on 9/16. Teardown should take place between 3-5 pm on 9/17.