



The UPS Store #6995 Business Center
 400 South 2nd Street
 Louisville, KY 40202
 Phone: (502) 625 - 1581
 Email: store6995@theupsstore.com



Hours of Operation
 Monday - Friday: 8am - 6pm
 Saturday & Sunday: 9am - 3pm
 ***Extended hours available upon request.

SHIPPING & RECEIVING

Please address all shipments as indicated below:

C/O The UPS Store Business Center

Recipient's Name & Event

Recipient's Phone Number

400 South 2nd Street, Louisville, KY 40202

***Having the tracking number when you arrive will speed up the pick-up process

Load in/out Liaison

Freight Elevator Specifications

Inside Dimensions: 21' L x 9' W x 9' H

Weight Capacity: 8,000 lbs

Dock Specifications

Ceiling Clearance: 14'

Max Truck Length: 53' to access dock lift
- 2 bays

The UPS Store is located on-site and is responsible for managing the Loading Dock and the Freight Elevator. All loads in/out of any kind must take place at the Loading Dock on the 3rd Street side of the Omni Hotel building and be supervised by The UPS Store or Pinnacle Live. Scheduled use of the Freight Elevator and/or Loading Dock can be done ahead of time with your Convention Service Manager and The UPS Store. Each vendor is afforded a two hour maximum per truck per bay. Additional dock time will be billed at \$500.00/hr. The UPS Store also offers optional rental of dollies and pallet jacks available for load in/out.

***Delivery vehicles must be removed immediately after emptied.**

If you are expecting more than ten (10) packages or ANY pallets you may coordinate your desired office space/room delivery and time prior to your arrival by contacting your Convention Service Manager and The UPS Store.

***Additional fees may apply for Office space/room delivery outside of The UPS Store's normal business hours.**

***Additional storage fees may apply for shipments that arrive more than four (4) days prior to pick-up.**

***Current UPS shipping rates will be charged along with the additional handling fees listed to the right.**

Handling Fees

WEIGHT	PRICE
Letter	\$5.00
1-10	\$10.00
11-20	\$20.00
21-40	\$35.00
41-60	\$55.00
61-80	\$80.00
81-100	\$110.00
100+	\$155.00+
Rolling Case (1-75lbs)	\$100.00
Rolling Case (75lbs+)	\$200.00
Freight (1-499lbs)	\$375.00
LG Freight (500-749lbs)	\$500.00
Double Freight (750-999lbs)	\$750.00
XL Freight (1,000lbs+)	\$1,000.00

Freight Elevator

TIME	PRICE
< 4 hours	\$500.00
< 8 hours	\$1,000.00
<12 hours	\$1,500.00
<16 hours	\$2,000.00

Load In/Out (Per session)

TIME	PRICE
< 2 hours	\$500.00
3 hours	\$1,000.00
4 hours	\$1500.00
5 hours	\$2500.00
6 hours	\$3000.00
7 hours	\$3500.00
8 hours	\$4000.00

The UPS Store provides a full range of services including but not limited to:

- Full Service Packing • Crating & Palletizing
- Freight Shipping • Full Service Digital Printing • Copier Rental
- Full Service Wide Format Printing • Shipping: Domestic & International
- Exhibit Drayage • Inbound Package Receiving