

Shipping & Receiving Instructions for The UPS Store® at Oakland Marriott City Center

Shipping Instructions

Please fill out your label exactly as shown:

The UPS® Store at Oakland Marriott City Center / Event Name / Company Name
C/O First Name, Last Name / Contact Phone
1001 Broadway 2nd Floor
Oakland, CA 94607
(510) 466-6460 Tel

Pickup Instructions

If a drayage company is handling the event, you can pick up your packages from The UPS Store or the drayage company will deliver them to your booth. If not, you can pick up your packages from The UPS Store or an employee will deliver them to your booth.

Hours of Operation:

Monday - Friday 7:30^{AM} - 6:00^{PM}
Saturday 10:00^{AM} - 3:30^{PM}
Sunday Closed

We may offer extended hours during certain events. Please call us at (510) 466-6460 for event hours.

Receiving / Handling / Storage Information

All outbound packages must be brought to the center - do not leave packages in your booth. Packages not picked up after four business days will incur additional storage fees based on original storage pricing.

Package & Overnight Letters (Handling Fees for Inbound/Outbound):

Envelope	\$6
2-10 Lbs.	\$8
10.1 - 21 Lbs.	\$10
21.1 - 41 Lbs.	\$20
41.1 - 60 Lbs.	\$40
60.1 - 100 Lbs.	\$75
Palette (Shrink Wrapped and Self-Contained)	\$250

All packages accrue a five dollar a day storage fee if held by The UPS® Store more than four days before the start of an event or four days after the event. Palettes are five dollars per package.

You can count on us for a wide variety products and services such as:

Printing & document finishing

- Full color/black & white
- Full-service color prints/copies
- Custom printing – business cards, brochures, presentations, letterhead, postcards, flyers and more
- Binding, laminating, collating, folding
- Every Door Direct Mail Retail®

Packing & shipping services

- Domestic/international services
- Pack & Ship Guarantee*
- Freight services
- Custom packing for electronics & fragile items

Postal products & services

- House account program
- Notary services
- Fax services

Office supplies

- Moving supplies & packaging materials
- Computer Time Rental

united problem solvers™

The UPS Store 

Oakland Marriott City Center
1001 Broadway
Oakland, CA 94607
(510) 466-6460
store6867@theupsstore.com
theupsstorelocal.com/6867

Hours:
Mon – Fri 07:30 AM-06:00 PM
Sat 10:00 AM-03:30 PM
Sun Closed

*Visit theupsstore.com/guarantee for full details.

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