



RESORT • SPA • CASINO
LAS VEGAS

Guest Shipping & Receiving

12300 Las Vegas Blvd. South
Henderson, NV 89044
Direct: 702.797.1930
Fax: 702.797.3111

Thank you for choosing the The M Resort Business Center for your shipping needs. Our guest shipping & receiving department handles all incoming and outgoing packages to and from the hotel. As a service to our guests and event attendees, we will be happy to deliver your package(s) anywhere you would like in the hotel. Our hotel's Business Center handles all requests for shipping and delivering. Please contact us and we will be happy to assist you.

Hours of Operation

Weekdays: 7am to 6pm
Weekends: 8am to 5pm

Shipping & Handling Fees (per box)

Receiving Class 1 (0 to 5 lbs)	\$5.00
Receiving Class 2 (6 to 20 lbs)	\$10.00
Receiving Class 3 (21 to 100 lbs)	\$20.00
Receiving Class 4 (over 101 lbs)	\$0.50/lb
Shipping Class 1 (0 to 5 lbs)	\$5.00
Shipping Class 2 (6 to 20 lbs)	\$10.00
Shipping Class 3 (21 to 100 lbs)	\$20.00
Shipping Class 4 (over 101 lbs)	\$0.50/lb

Shipping Supplies

Packaging Tape	\$6.00
Packaging Tape w/dispenser	\$12.00
Box Cutter	\$2.00
Tape Gun	\$8.00
Bubble wrap (per foot)	\$1.00
Boxes (all sizes)	\$5.00

Additional Shipping Services

Palletizing (per pallet)	\$50.00
UPS Airbills	No Cost
FedEx Airbills	No Cost
UPS Boxes (S, M, Lg)	No Cost
FedEx Boxes (S, M, Lg)	No Cost

Addressing your package

- Packages should be addressed to the **recipients name** (the person responsible for receiving the package at the hotel). Please address you package in the following manner:
"First Name, Last Name" – you may also add "hotel guest" or "event name" or "booth #" after recipient name
The M Resort Spa Casino
12300 Las Vegas Blvd. South
Henderson, NV 89044
- *Packages addressed only to the group name, your caterers name, ballroom, booth number, etc. are more likely to get confused with other packages. We reference only by recipient. Packages will be referenced by the information on the shipping label only. Writing the recipient's name in marker on the side of the box, for example, will not ensure efficient delivery.*

Receiving your package

- Upon the packages arrival we will send a message to the name of the recipient explaining how to receive their packages.
- If the recipient is not a guest, they can contact the business center 702-617-7540 to arrange for delivery of their package.

Shipping your package at the end of your stay

- The business center offers full service shipping for Fed Ex and UPS.
- Stop by the business center or call 702-797-1930 for any questions or to arrange for delivery.
- Our last carrier pickup is 2pm, weekdays. Packages must be received by noon to be guaranteed to go out that day.
- No pickups are scheduled for Saturdays. Arrangements can be made at additional costs. Sunday pickup is not available.