

A photograph of the Grand Hyatt Washington hotel at night. The building is a large, multi-story structure with a classic architectural style, featuring a prominent corner and a mansard-style roof with dormer windows. The building is illuminated from within, and the sky is a deep blue. A red banner is overlaid at the bottom of the image, containing the hotel's name and a list of services.

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WASHINGTON

PRICING GUIDE

*Electrical*

*Encore Event Technology*

*FedEx Shipping and Receiving*

*Internet*

# Engineering & Electrical Service

DESCRIPTION	ADVANCE ORDER	FLOOR ORDER
Power Strip – 5 Plugs – Surge Protection	\$60.00	\$80.00
Extension Cord	\$30.00	\$50.00
Quad Box	\$40.00	\$60.00
Satellite Links with Roof Access	\$500.00	\$550.00
Video Channel	\$1,500.00	\$2,000.00
Custom Colored Escalator Lights	\$100.00	\$200.00
Banner Hanging – Under 4 Ft Wide	\$100.00	\$150.00
Banner Hanging – Over 4 Ft Wide	\$150.00	\$200.00
115 V, 20A, AC, Single Phase	\$150.00	\$175.00
208V, 30A, AC, Single Phase, L1430 Twist Lock	\$230.00	\$255.00
208V, 100A, AC Single Phase, Spider Box	\$330.00	\$405.00
208V, 100A, AC Three Phase, Cam-Lock	\$530.00	\$580.00
208V, 200A, AC, Three Phase, Cam-Lock	\$800.00	\$900.00
208V, 400A, AC, Three Phase, Cam-Lock	\$1,050.00	\$1,250.00

## GENERAL TERMS AND CONDITIONS

Wall, column and permanent building utility outlets are not a part of space and are not to be used, The use of wall or floor outlets is considered billable electricity

All equipment regardless of source of power must comply with all federal and local safety codes

Claims will not be considered unless filed prior to the close of the event

Prices based upon current wage rates and are subject to change without notice

Under no circumstances shall anyone other than a hotel engineer make electrical connections to house outlets

All equipment must be properly tagged and wired with complete information as to the type of current, voltage, phase, cycle, horsepower, etc

All material and equipment furnished by the hotel for this service order shall remain the hotel's property and shall be removed only by the hotel staff at the close of event

All cords must be of the 3-wire grounded type, all exposed non-current carrying metal parts of boxed equipment, which are liable to be energized, shall be grounded

Rates quoted for all connections cover one service to designated location, in the most convenient manner and does not include connecting equipment or special wiring

Advance orders must be received a minimum of 15 days prior to schedule installation time

The Hotel is not responsible for equipment malfunction or damage

At no time will any exhibitor, groups or person hang items or objects from any walls or ceiling, All banners, flags, etc. must be authorized and installed by the Hotel Engineering Department

Installation or hanging of all materials will be a one-time charge, changes or additional moves will be billed separately

Items rented from the Hotel must be returned or replacement costs will be debited to the account

# Internet

## WIRELESS DAILY RATES

Up to 10 MBPS  
Access to WIFI through Hotel Splash Page and Custom Passcode

NUMBER OF USERS	DAILY RATE
1-15 Users	\$175.00
16-30 Users	\$325.00
31-50 Users	\$500.00

## WIRELESS DEDICATED BANDWIDTH DAILY RATES

Unlimited Users  
Access to WIFI through Hotel Splash Page and Custom Passcode

BANDWIDTH	DAILY RATE
Up to 10 MBPS	\$1,250.00
10-25 MBPS	\$2,500.00
26-35 MBPS	\$3,750.00
36-50 MBPS	\$5,000.00

## HARD WIRED LINES, PREMIUM SERVICES & CUSTOM CONFIGURATIONS

SERVICE	DESCRIPTION	DAILY RATE	INSTALLATION FEE
Hard Wired Line	1 Line, up to 10MBPS Hotel splash page and custom passcode	\$195.00 per line	\$500.00 one time
Dedicated Bandwidth	Added to upgrade wireless daily rates per user Added to upgrade hard wired line	\$195 Per 10MBPS	n/a
Custom Splash Page	PDF or JPG required	n/a	\$750.00 one time
Splash Page and Password Bypass	Bypass splash page and passcode requirements for access	n/a	\$750.00 one time
Virtual Private Network	Consult hotel contact to discuss pricing Rates starting at \$2,000.00		
Static or Public IP Address	Consult hotel contact to discuss pricing Rates starting at \$1,000.00		

# Encore Event Technology



## Event Technology

Services

At Encore, we blend creativity and innovative technology for an inspiring experience. Our highly trained professionals are passionate about delivering exceptional experiences to help you tell your story. With a focus on every aspect of your event, from planning to execution, we'll bring your vision to life.

### Popular Packages

> Meeting Room Projector Package	\$800
> Projector Support Package	\$240
> Post-It Flip Chart Package	\$112
> Podium Microphone Package - House Sound	\$475
> PC Audio Package	\$105
> PC Audio Package with Small Speaker System	\$674

### Small Meeting

> Conference Speaker Phone	\$205
> Laptop Computer	\$280

### Audio

> Catch Box	\$430
> Presidential Microphone	\$110
> Wireless Microphone	\$255
> Wired Microphone	\$90

### Video

> 6'x10'6" Fast Fold Screen	\$470
> 7'6"x13'4" Fast Fold Screen	\$470
> 9'x16' Fast Fold Screen	\$630
> Tripod Screen Medium	\$115
> Monitor - 50"-59"	\$845
> Monitor - 70"-79"	\$1,330

### Scenic

> Decor Drapes Per Panel	\$185
> sTILER Panel 2'x2' 20 Count Scenic Tile Kit	\$660

### Lighting

> 6 Up-Light Package	\$1,060
> 10 Up-Light Package	\$1,500
> LED Wash Light	\$110

### Labor Rates

> Technician Set/ Strike	\$125/hr
> Technician to Show	\$140/hr

Pricing is in effect as of February 15, 2022, and is subject to change without notice. Ask your representative for full details regarding labor rates, which can vary based on complexity and time of operation. All Encore solutions may be subject to our property's standard service fee. Above prices do not reflect labor charges, which may apply. All rates are subject to applicable sales tax. ©2022 Encore Global LP or its subsidiaries. Proprietary and Confidential Information.

### Grand Hyatt Washington

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WASHINGTON

# *FedEx Shipping and Receiving*



## PREPARING YOUR SHIPMENT

FedEx Office is committed to providing you with an outstanding experience during your stay. All guest and event packages being shipped to the property must follow the address label standards (illustrated below) to prevent package routing delays. Please schedule your shipment(s) to arrive four days prior to the event start date to avoid additional storage fees. Use the name of the recipient who will be on-site to receive and sign for the package(s). Please do not address shipments using property employee names, unless the items are specifically for their use (e.g., hotel specifications, rooming lists, or signed documents); this includes arranging for deliveries to all areas on the property.

If a package has not been picked up by the recipient and no contact information is provided, the package will be returned to the sender, who will be responsible for all additional shipping fees. For more information on package retention, the Return to Sender process, or to schedule package deliveries, please contact the FedEx Office Business Center at **202.393.6880**. Package deliveries should only be scheduled after the recipient has completed the check-in process.

# FedEx Shipping and Receiving

## PACKAGE LABELING STANDARDS AND FEDEX OFFICE CONTACT

(Guest Name) (Guest Cell Number)  
c/o FedEx Office at Grand Hyatt Washington  
1000 H St NW  
Washington, DC, 20001  
(Convention / Conference / Group / Event Name)

Box \_\_\_\_ of \_\_\_\_

FedEx Office Business Center  
Grand Hyatt Washington  
1000 H St NW  
Washington, DC 20001  
Phone: 202.393.6880  
Fax: 202.393.6884  
Email: [usa5691@fedex.com](mailto:usa5691@fedex.com)

Operating Hours  
Mon – Fri: 7:30am - 6:30pm  
Saturday: 10:00am - 2:00pm  
Sunday: Closed

## SHIPMENTS WITH SPECIAL REQUIREMENTS

Meeting and event planners, exhibitors and attendees are encouraged to contact FedEx Office in advance of shipping their items to Grand Hyatt Washington with any specific questions. If you have any special needs (e.g., refrigeration requirements, after hours delivery requests, or changes to your meeting dates or rooms), please work directly with your Event Manager, who will communicate these needs to FedEx Office in advance of your event.

# *FedEx Shipping and Receiving*

## ON-SITE PACKAGE DELIVERY

In most cases, FedEx Office will complete delivery or pickup of packages within the conference and meeting rooms, lobby area and guest suites of Grand Hyatt Washington, but please consult with a FedEx Office team member for specific delivery limitations that may exist. In cases where a drayage company or a meeting decorator is used, FedEx Office team members will work closely with those vendors for proper package routing and release items directly to those vendors if they are on the property when the shipments arrive. Any decorator or drayage packages requiring overnight storage by FedEx Office will be assessed a handling fee. If your meeting /event is being handled by a drayage company or decorator, please ensure your shipments are being sent directly to the drayage company's or decorator's specified address. Items that require extra handling, such as pallet/crate breakdown or build up, multiple pickup or delivery points, or collecting or disposing of packaging materials, will be assessed an additional fee of \$70.00 per hour with a minimum of \$35.00 for 30 minutes. This fee will be assessed for each FedEx Office team member dedicated to perform these additional services. Please note that FedEx Office team members cannot lend out any moving equipment, which includes pallet jacks, dollies, and flatbed carts.

## PACKAGE DELIVERY TO GUEST SUITES / MEETING ROOMS

In most cases, FedEx Office will complete delivery or pickup of packages to guest suites at Grand Hyatt Washington, but please consult with a FedEx Office team member for any specific delivery limitations that may exist. FedEx Office is not authorized to leave packages unattended in guest suites and/or meeting rooms. A guest with authorization to sign for the delivery and approve any charges for handling and delivery fees must be present in guest rooms and/or meeting rooms.

# *FedEx Shipping and Receiving*

## UPON YOUR ARRIVAL

Packages will be available for pickup at the FedEx Office business center; a handling fee will apply. Packages, pallets, crates, display cases and other heavier items may be scheduled for delivery by contacting our staff at **202.393.6880**; a delivery fee will apply. Package deliveries should only be scheduled after the recipient has completed the check-in process. In order to maintain the proper chain of custody, FedEx Office requires the package recipient's signature before a package can be released from FedEx Office. Release signatures are captured at the time of package pickup or package delivery to the recipient.

## UPON YOUR DEPARTURE

FedEx Office offers pack and ship services and packaging supplies, such as boxes, tape, etc., which are also available for purchase at the FedEx Office business center. All outbound packages must have a completed carrier airbill affixed to each package. FedEx Express® shipping boxes and airbill forms are available and are complimentary. Outbound packages and freight to be picked up by a third party courier should be coordinated directly with those vendors, and communication should be sent to FedEx Office, indicating when those items will be picked up. FedEx Office will not make arrangements for freight or third party courier transportation and/or pickup. Outbound handling fees will be applied to all packages and freight, regardless of carrier, in addition to shipping/transportation fees.



# FedEx Shipping and Receiving

## PACKAGE HANDLING AND STORAGE FEES EFFECTIVE JUNE 1ST, 2019

PACKAGE WEIGHT	PACKAGE PICKUP OR DROP OFF BY GUEST	PACKAGE PICKUP OR DELIVERY BY FEDEX OFFICE
Envelopes up to 1.0 lb.	\$2.00	\$5.00
0.0 – 1.0 lb.	\$2.00	\$5.00
1.1 – 10.0 lbs.	\$10.00	\$15.00
10.1 – 20.0 lbs.	\$15.00	\$20.00
20.1 – 30.0 lbs.	\$20.00	\$30.00
30.1 – 40.0 lbs.	\$25.00	\$40.00
40.1 – 50.0 lbs.	\$25.00	\$50.00
50.1 – 60.0 lbs.	\$35.00	\$50.00
60.1 – 150.0 lbs.	\$35.00	\$70.00
Pallets & Crates*	\$0.75 / lb. (\$150.00 Minimum)	\$0.75 / lb. (\$150.00 Minimum)

Package weights will be rounded up to the nearest pound.

Receiving and delivery fees also apply to all local couriers.

\* For inbound/outbound pallets or crates, the receiving and delivery charges are consolidated into a single fee of \$0.75 / lb. (\$150.00 Minimum), which is applied to each pallet/crate handled.

PACKAGE WEIGHT	STORAGE FEE AFTER 5 DAYS
Envelopes up to 1.0 lb.	No Charge
0.0 – 10.0 lbs.	\$5.00
10.1 – 30.0 lbs.	\$10.00
30.1 – 60.0 lbs.	\$15.00
60.1 – 150.0 lbs.	\$25.00
Pallets & Crates	\$50.00
Over 6.5' in Size	\$25.00

A one-time package storage fee will apply to each package received and stored for more than five (5) calendar days. Items measuring over 6.5 feet in size are considered oversize and will be assessed an additional oversize fee if stored for more than five (5) calendar days.

# *FedEx Shipping and Receiving*

## ADDITIONAL SERVICES

Items that require extra handling, such as pallet/crate breakdown or build up, multiple pickup or delivery points, or collecting and disposing of packaging materials, will be assessed an additional fee of \$70.00 per hour with a minimum of \$35.00 for 30 minutes. This fee will be assessed for each FedEx Office team member dedicated to perform these additional services. Please note that FedEx Office team members cannot lend out any moving equipment, which includes pallet jacks, dollies, and flatbed carts.

## TERMS AND CONDITIONS

Receiving, delivery and storage charges are payable at the time of delivery. Recipient may be required to present government-issued photo identification and sign for delivery. Shipper must comply with all applicable local, state and federal laws, including those governing packing, marking, labeling and shipping. OBTAIN FIRE, CASUALTY AND ALL OTHER INSURANCE ON PACKAGE CONTENTS PRIOR TO SHIPPING. Neither the Property nor FedEx Office and Print Services, Inc. provide such insurance. Neither the Property nor FedEx Office and Print Services, Inc. nor the employees, agents or contractors of either firm will be liable for any damages, whether direct or indirect damages, relating to or arising out of any loss or damage to any package or its contents, unless a package is lost after receipt on the Property, in which case such liability shall be limited to the lesser of \$100 or the liability of the carrier indicated above. By sending your package to the Property, you agree to be bound by any additional terms and conditions that the Property or FedEx Office and Print Services, Inc. may establish from time to time for receiving and delivering of packages.

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