**National Council of State Housing Agencies**

***Housing Credit Connect***

**June 11-14, 2019**

**San Francisco, CA**

## Shipping Instructions

All materials and handouts for NCSHA's Housing Credit Connect 2019 should be shipped **to arrive at least 2-3 days prior to the event** to the conference hotel, to allow for necessary processing time**,** and labeled as follows.

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| San Francisco Marriott Marquis<<Your Name>> (Housing Credit Connect)780 Mission StreetSan Francisco, CA 94103 |

Please also include your return address on the shipping label.

Your packages will be held in Shipping and Receiving until pickup or delivery. Be sure to have the appropriate tracking information with you in the event you are unable to locate your package. For deliveries to guest rooms or meeting space, please allow 45 – 60 minutes. **You must be present to accept the delivery.**

The San Francisco Marriott Marquis assesses handling fees on all packages. A breakdown of the charges can be found [here](file:///%5C%5CNchsrdc192088%5Clibrary%5CMEETINGS%5C2019%5C2019%20Housing%20Credit%20Connect%5CLogistics%5CHotel%5CShipping%20and%20Receiving%5CShipping%20and%20Receiving%20General%20INFO_Jan2017.pdf). For your convenience, charges will be posted to the guest room or can be paid by credit card.

**Due to the high volume of materials sent to the meeting, NCSHA is unable to handle boxes or their contents on site.**

## For information on additional services and pricing, please contact the Shipping and Receiving directly:

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| * Phone: 415-766-0328 x6473
* Email: SFODTShippingReceiving@marriott.com
 | Hours of Operation:* Monday-Friday 6:00 a.m. – 7:00 p.m.
* Saturday-Sunday 7:00 a.m. – 6:00 p.m.
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