

**Convention and Meeting Services at  
The UPS Store at The Huntington  
Convention Center of Cleveland and  
Global Center for Health Innovation!**

Store is located on the first floor  
Atrium of the Global Center

**INCOMING/OUTGOING  
PACKAGE FEE (ALL CARRIERS)**

Letter/Envelope	\$6.00
1 - 10 lb	\$12.00
10.1 - 20 lb	\$26.00
20.1 - 40 lb	\$38.00
40.1 - 60 lb	\$56.00
60.1 - 100 lb	\$85.00
100.1 - 150 lb	\$135.00
We are unable to process pallets/skids at this time	

*Please send us an email informing us of details of your package (your name, contact phone number, number of packages, estimated date of arrival, event name, when you will pick up, etc.) for avoiding any delays in processing. Packages can be picked up and dropped off at The UPS Store.*

**How to address packages sent to  
The UPS Store:**

The UPS Store  
Attn: (CLIENT NAME, & EVENT)  
7 ST CLAIR AVE  
CLEVELAND, OH 44114

**BEFORE YOU ARRIVE**

Not all materials can be brought with you to every location. The UPS Store is here to help you make your visit easy and hassle-free!

We can print your banners, posters, flyers, etc. and have them ready for you by the time you arrive.

We can also print and bind professional looking presentations for you so you don't have to worry about traveling with them. Alternatively, you can ship them to our location ahead of time so you can pack and travel light!

**DURING YOUR EVENT**

We are here to help you with any last-minute printing of booklets, brochures, hand-outs, etc. to make your presentation/booth a hit!

**AFTER YOUR EVENT**

We also make packing and leaving convenient for you. We are your trusted partners for any custom Thank You cards, discreet shredding of sensitive documents, packing and shipping of anything you don't need to carry back with you.

**Let us be your one-stop-shop for  
all your printing needs for your  
convention/meeting in Cleveland**

**Our Info:**

P: 216.303.9360 / F: 216.303.9364  
Email: [store6919@theupsstore.com](mailto:store6919@theupsstore.com)  
M - F: 7:30a - 6:30p, Sat: 10a - 2p  
Closed Sunday