TOR-CON

NATIONAL TORNADO & SEVERE WEATHER CONFERENCE & EXPO 2027

Sponsor and Vendor Prospectus

STRONGER THAN THE STORM

(417) 434-8311
Info@Tor-Con.org
www.Tor-Con.org

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About the Conference

Attendees:

750 – 1,000 Attendees

Location:

The Grand Hyatt San Antonio River Walk
600 East Market St, San Antonio, TX 78205

Dates:

Pre-Conference Training: January 27, 2027
National Conference: January 28 – 30, 2027

About Tor-Con 2027

Unlike hurricanes, tornadoes and severe weather occur suddenly and with little or no warning. Tor-Con 2027 has been carefully planned to bring together the best thinkers and practitioners from across the nation to share practical approaches, research-based insights, and impactful resources to better inform those responsible for protecting lives and property. In short, as Tornado Alley has shifted and extreme weather events have become more frequent and severe, cross-disciplinary coordination is no longer optional. The relationships among those responsible for planning, preparedness, response, and recovery are more important than ever. The intent of Tor-Con 2027 is to bring the best of the best together to become “Stronger Than the Storm.”

Home to the Alamo, there is perhaps no location in the nation with a more storied history grounded in resiliency and heroism than San Antonio. The beautiful and accommodating Grand Hyatt San Antonio River Walk Hotel will serve as the host venue for this event. We look forward to the fellowship, learning opportunities, diversity of perspectives, and long-term professional relationships that will become the legacy of Tor-Con 2027… and beyond.

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Our Audience

- **State and local leaders** interested in becoming better prepared by learning from their peers who have experienced large-scale natural disasters.
- **Emergency managers** with a desire to increase their knowledge and skills, network to identify blind spots in their planning and preparedness efforts, and learn about new technologies, systems, and equipment to support plan implementation.
- **First responders** who want to be better prepared to serve others by learning from communities with worst-case scenario responder experiences and who are interested in equipment and systems that can assist in the response.
- **Mental and behavioral health professionals** with a passion for supporting responders and survivors, including children and youth, and learning about leading practices in the field.
- **Healthcare professionals** seeking to learn from peers who have lived experiences in direct tornado impacts, mass casualty care, and reunification.
- **Non-government and faith-based organizations** seeking opportunities to learn from one another and build relationships with state and local stakeholders who may find themselves in need of services.
- **Meteorologists and storm chasers** who want to share their stories and experiences to educate and inform others about weather patterns, advances in storm prediction technology, and community awareness.

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Our "Why"

Leadership research across sectors is clear. Working on "islands" is not only ineffective but counterproductive to improving efficiency, effectiveness, and results. This is especially true when leading emergency preparedness, response, and recovery efforts. Tor-Con 2027 was created to bridge the gap between these islands, enabling us to work independently in our areas of expertise while maintaining clear pathways to collaborate dynamically and effectively when called to action.

The Tor-Con 2027 team of advisors has been deliberate and intentional in creating a conference that brings together diverse perspectives grounded in expertise and experience. Disaster preparedness, response, and recovery are a team effort. This conference brings together leaders, first responders, and those agencies and organizations whose missions are to support response and long-term recovery when individuals and communities need us most.

For sponsors and participating vendors, the "Why" is simple. Tor-Con 2027 is seeking like-minded organizations and business partners committed to our shared mission to protect lives and property.

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What's in it for You?

Tor-Con 2027 offers sponsors and vendors a unique opportunity to align their organizations with a nationally recognized forum dedicated to advancing severe weather planning, preparedness, response, and recovery. As extreme weather events increase in frequency and complexity, decision-makers across disciplines are actively seeking innovative solutions, trusted partners, and proven resources. This Conference provides direct access to leaders and professionals responsible for protecting lives and property nationwide.

Sponsors and vendors will strengthen brand visibility, build strategic relationships, showcase products and services to a highly targeted audience, and position themselves as valued contributors to resilience and public safety efforts. Your involvement demonstrates leadership, commitment, and partnership at a time when coordinated action has never been more important.

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Sponsorship Levels

Diamond – $75,000 – Sold (HaloRRS)

- Headline - Billing
- Reserved VIP Conference Seating
- 10’ x 30’ Booth - Choice of Available Options
- 2 * ½-Hour Vendor Showcase
- Keynote Sponsor
- 5 Client Event Tickets
- 2 Vendor Event Tickets
- 1 Page Ad in Program
- XL Logo on Website
- Recognition in Media Releases
- Front Entrance Signage
- Pre-Conference Recognition
- 5 Times the Daily Recognition as Partner Sponsors

Platinum – $60,000 – 3 Remaining

- Lunch Sponsor or Award Luncheon Sponsor
- Reserved VIP Conference Seating
- 10’ x 20’ Booth - Choice of Available Options
- 5 Client Event Tickets
- 2 Vendor Event Tickets
- 2 * ½-Hour Vendor Showcase
- Large Logo on Event Website
- 1-Page Ad in Program
- Recognition in Media Releases
- 5 Times the Daily Recognition as Partner Sponsors

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Sponsorship Levels

Gold Sponsor – $30,000 – 3 Remaining

- Breakfast Sponsor
- Reserved VIP Conference Seating
- 10’ x 10’ Booth - Choice of Available
- ½-Hour Vendor Showcase
- 2 Free Event Tickets
- ½ Page Ad in Program
- Medium Sized Logo on Website
- Recognition in Media Releases
- 4 Times the Daily Recognition as Partner Sponsors

Silver Sponsor – $20,000 – 5 Remaining

- 10’ x 10’ Booth - Choice of Available
- 1 Event Ticket
- ½-Hour Vendor Showcase
- Mid-Morning Beverage Break Sponsor/Mid-Afternoon Snack Sponsor
- ¼-Page Ad in Program
- Small Logo on Website
- Recognition in Media Releases
- 3 Times the Daily Recognition as Partner Sponsors

Bronze Sponsor – $10,000 – 15 Remaining

- Learning Track Sponsor
- 1 Event Ticket - 1 Day
- Small Logo on Website
- 5-Minute Promotion at the Beginning of Each Track
- ⅛-Page Ad in Program
- Recognition in Media
- 2 Times the Daily Recognition as Partner Sponsors

Partner Sponsor – $5,000 – Unlimited

- Website Recognition
- Media Releases
- Business Card Ad in Program
- Daily Recognition

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Event Sponsorship

Remember the Alamo Networking Event – $60,000 – 1 Available

Exclusive sponsorship of the flagship networking event. Combines premium exhibit presence, dual showcases, VIP access, full-page program placement, and dominant branding across event signage and media. Designed for high-impact relationship-building in a concentrated setting.

- 10’ x 20’ Booth - Choice of Available Options
- Reserved VIP Conference Seating
- 5 Client Event Tickets
- 2 Vendor Event Tickets
- 2 * ½-Hour Vendor Showcase
- Large Logo on Event Website
- 1-Page Ad in Program
- Recognition in Media Releases
- Front Entrance Signage

Tor-Con Pre-Conference – $25,000 – 1 Available

Day-level ownership of pre-conference training. Includes exhibit space, beverage and lunch sponsorship integration, a featured business pitch, program placement, and stage acknowledgment throughout the day. Ideal for organizations targeting operational leaders seeking advanced training.

- Signature Sponsor for the Entire Day of Events
- 10’ x 10’ Booth - Choice of Available
- 2 Event Tickets
- Midmorning Beverage Break Sponsor & Snack Sponsor
- Lunch Sponsor
- 5-Minute Lunch Business Pitch
- ¼-Page Ad in Program
- Small Logo on Website
- Recognition in Media Releases

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Event Sponsorship

Sponsor and Vendor Welcome Reception – $20,000 – 1 Available

Branded access to early-arrival networking. Includes booth presence, vendor showcase, beverage and food sponsorship integration, custom-branded reception materials, and program recognition. Positions the sponsor at the front end of attendee engagement.

- 10’ x 10’ Booth - Choice of Available
- 2 Event Tickets
- 30-Minute Vendor Showcase
- ¼-Page Ad in Program
- Small Logo on Website
- Recognition in Media Releases
- Alcoholic & Non-Alcoholic Beverage Sponsor
- Food Sponsor
- Custom Coasters for All Guests with Company Logo

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Additional Opportunities

Internet Naming Rights – $40,000

- 10’ x 10’ Booth - Choice of Available
- 2 Event Tickets
- ½-Page Ad in Program
- Medium Logo on Website
- Recognition in Media Releases

Tor-Con Challenge Coin (Sponsor Logo on Front, Tor-Con Logo on Back) – $20,000

- 10’ x 10’ Booth - Choice of Available
- 1 Event Ticket
- ½-Page Ad in Program
- Small Logo on Website
- Recognition in Media Releases

Name Tag – $15,000

- 1 Event Ticket
- ¼-Page Ad in Program
- Small Logo on Website
- Recognition in Media Releases

Swag Bag – $10,000

- 1 Event Ticket
- ¼-Page Ad in Program
- Small Logo on Website
- Recognition in Media Releases

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Additional Opportunities

Lanyards – $10,000

- 1 Event Ticket
- ¼-Page Ad in Program
- Small Logo on Website
- Recognition in Media Releases

Conference Notebooks – $10,000

- 1 Event Ticket
- ¼-Page Ad in Program
- Small Logo on Website
- Recognition in Media Releases

Hotel Key Card Holder – $10,000

- 1 Event Ticket
- ¼-Page Ad in Program
- Small Logo on Website
- Recognition in Media Releases

Sticky Note Book with Sponsor Logo – $10,000

- 1 Event Ticket
- ¼-Page Ad in Program
- Small Logo on Website
- Recognition in Media Releases

405 N Jefferson Ave, Suite 1015
Springfield, Missouri 65806

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Additional Opportunities

T-Shirts – $7,500

- 1 Event Ticket
- ⅛-Page Ad in Program
- Small Logo on Website
- Recognition in Media Releases

Conference Pens – $5,000 - SOLD (ATLAS SAFE ROOMS)

- Business Card Ad in Program
- Small Logo on Website
- Recognition in Media Releases

Award Sponsorship – $5,000

At the award luncheon on Friday, January 29, 2027, each award sponsor will have the opportunity to introduce their company and recognize an award recipient. Award categories and the nomination window will be announced in May. There will be 5–7 award categories. Each award sponsorship opportunity is $5,000.

Signage and Advertising Opportunities

Additional signage and advertising opportunities are available upon request. Please email Info@Tor-Con.org for additional information.

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Sponsorship Selection Form

Sponsorships

Diamond Sponsor	**SOLD**	☐
Platinum Sponsor	**$60,000**	☐
Gold Sponsor	**$30,000**	☐
Silver Sponsor	**$20,000**	☐
Bronze Sponsor	**$10,000**	☐
Partner Sponsor	**$5,000**	☐

Event Sponsorship

The Alamo	**$60,000**	☐
Pre-Conference	**$25,000**	☐
Sponsor & Vendor Welcome Reception	**$20,000**	☐

Additional Sponsorship Opportunities

Internet Naming Rights	**$40,000**	☐
Tor-Con Challenge Coin	**$20,000**	☐
Name Tag	**$15,000**	☐
Swag Bag	**$10,000**	☐

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Sponsorship Selection Form

Additional Sponsorship Opportunities

Lanyards	**$10,000**	☐
Conference Notebooks	**$10,000**	☐
Hotel Key Card Holder	**$10,000**	☐
Sticky Note Book with Sponsor Logo	**$10,000**	☐
T-Shirts	**$7,500**	☐
Conference Pens	**SOLD**	☐

Award Sponsor

Award Sponsorship	**$5,000**	☐

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Expo Booth Rental Form

A 72"x 30" table with two chairs will be provided per booth. Electricity is not included in the booth rental. Electrical service and other utilities may be purchased directly from the hotel from the following link:
https://eventnow.encoreglobal.com/myevents/result/index/show_id/c6e03e1f-4c1e-f111-8341-7ced8dcd94e8/

Inline (10'x10')	**$2,000**	☐
Corner (10'x10')	**$2,500**	☐
Inline (10'x20')	**$4,000**	☐
Corner + Inline (10'x20')	**$5,000**	☐

Total Amount: _____

Expo Preference If included with sponsorship level, please review Exhibit Hall Map and list top three selections from the 10'x10' and 10'x20' reserved options. First come, first serve upon signed contract and payment.

_____

Signature of Representative: _____ **Date:** _____

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Sponsorship Contract

Sponsorship & Vendor Contract:

1. Full payment for sponsorship should accompany signed contract. Payments can be made by check or through ACH. An ACH form can be obtained by emailing Info@Tor-Con.org. The contract will not be considered fully executed until payment is received. Checks should be made payable to Tor-Con, LLC and mailed to:
   Tor-Con, LLC
   405 N Jefferson Ave, Suite 1015
   Springfield, MO 65806
2. Return contract with payment to: Tor-Con, LLC, 405 N Jefferson Ave, Suite 1015, Springfield, MO, 65807

Company Information:

Company Name: _____

Address: _____

City:_____ State:_____ ZIP:_____

Telephone: _____ Website: _____

Administrative Contact: _____ Title: _____

Telephone: _____ Ext: _____ Fax: _____

Email Address: _____

I have read the terms and conditions (initial): _____

Signature of Representative: _____ Date: _____

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Sponsor Terms and Conditions

Adherence to Terms/Contractual Agreement
As a condition of sponsoring, and when applying for space, the exhibitor agrees to adhere to all conditions and regulations outlined. Exhibitors or their representatives who conduct themselves in an unprofessional manner may be dismissed from the exhibition without refund or appeal. The National Tornado and Severe Weather Conference & Expo reserves the right to amend any and all rules and regulations at any time.

Sponsorship Confirmation
Sponsorship benefits are confirmed only upon receipt of a signed agreement and full or scheduled payment as outlined in the sponsorship contract. The organizer reserves the right to release unconfirmed sponsorships.

Payment Terms
All payments must be made according to the invoicing schedule stated in the agreement. Failure to remit payment may result in suspension of sponsor benefits, including forfeiture of expo space.

Expo Space Allocation
Expo space will be allocated once the official expo floor map has been finalized. Space assignments will be determined at the sole discretion of the organizer, taking into account sponsorship level, activation requirements, and overall event layout. Specific booth locations cannot be guaranteed unless explicitly stated in writing.

Space Usage
Sponsors must use the allocated space only for activities consistent with the event's purpose and approved activation plan. Subleasing, sharing, or transferring space without written approval is prohibited.

Termination for Cause
Nonpayment, policy violations, illegal activity, safety breaches, or reputational risk triggers termination, benefits stop immediately, and payments remain due.

Badge Access and On-Site Credentials
More details will be provided in follow-up material.

Payment Processing, Taxes, and Fees
Sponsor is responsible for taxes, wire fees, and currency conversion fees. Late fees and interest may apply; chargeback disputes constitute nonpayment.

Approval of On-Site Copy and Claims
All promotional materials, signage, displays, messaging, and claims used by the sponsor in connection with the event are subject to prior review and approval by the conference organizer. The organizer reserves the right to request revisions or prohibit the use of any content that is misleading, unsubstantiated, inconsistent with event standards, or otherwise deemed inappropriate. Sponsors agree that all claims regarding products, services, and results must be accurate, supportable, and compliant with applicable laws and regulations.

Sponsorship Fulfillment Hierarchy
If documents conflict, signed agreement controls over prospectus; organizer may correct typographical errors in materials.

Relationship of Parties
Independent contractor relationship, no partnership or agency created, sponsor may not bind organizer.

Prohibited Items and Activities
Explicitly ban open flames, fireworks, drones, weapons, hazardous materials, lasers, obscene content, political campaigning if applicable, and unapproved raffles or lotteries.

Staffing Conduct and Professional Standards
Sponsor is responsible for staff and contractors, including harassment policy compliance, alcohol and substance rules, appropriate dress, noise limits, and no aggressive solicitation; organizer may eject personnel for cause.

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Sponsor Terms and Conditions

Setup and Teardown
Sponsors must adhere strictly to designated setup and teardown times. Failure to comply may result in removal of materials at the sponsor's expense.

Branding and Signage
All signage, structures, and displays must comply with venue regulations and event branding guidelines. The organizer reserves the right to require modifications or removal of non-compliant materials.

Liability and Insurance
Sponsors assume full responsibility for their property, staff, contractors, and materials. The organizer is not liable for loss, theft, or damage. Sponsors may be required to provide proof of insurance upon request.

Cancellations
Sponsor cancellations must be submitted in writing. Payments are non-refundable unless otherwise stated in the sponsorship agreement.

Security
Physical security will be provided during events at Tor-Con. However, Tor-Con will not be responsible for lost, stolen, or damaged property before, during, or after the event.

Amendments
The organizer reserves the right to make reasonable adjustments to the event layout, schedule, and sponsorship benefits as necessary to ensure successful event execution.

Photography, Video, and Recording Consent
Organizer may photograph or record sponsor booths and activities for promotional use, sponsors may record in their booths if it do not capture sensitive attendee data and respect venue and event policies.

Deliverables and Deadlines
Sponsor logos will be posted on the website no later than seven (7) days after payment is received. Sponsors must provide all required materials, including logos, advertisements, copy, links, attendee list fields, and other creative assets, by the stated deadlines. Delays in submitting required print materials or other assets may result in materials not being included in conference signage, printed materials, or other time-sensitive placements. Failure to meet deadlines may result in omitted or reduced benefits without refund.

Brand Assets and Usage Rights
Sponsor grants the organizer a limited, non-exclusive license to use sponsor name, trademarks, and supplied content for event marketing and fulfillment; organizer may not materially alter sponsor marks, except for sizing or format.

Competitor Restrictions and "Right to Refuse"
Organizer may refuse sponsorships or remove activations that conflict with event values, safety, legality, or attendee experience; sponsors may be removed for disruptive conduct, with no obligation to refund.

Hotel Liability
To the fullest extent legally permissible, Exhibitor agrees: (i) it shall be fully responsible to pay for any and all damage to property owned by hotel, its owning entity, managing entity or their affiliates that results from any act or omission of Exhibitor; (i) to defend, indemnify and hold harmless Hotel, the entity that owns the hotel, the entity that manages the hotel and their affiliates and each of their respective shareholders, members, directors, officers, managers, employees and representatives, from any damages or charges resulting from Exhibitor's use of the property; and (iii) its liability shall include all losses, costs, damages, and expenses arising from, out of, or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees.

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Sponsor Terms and Conditions

Food and Beverage Rules
All food and beverage service, distribution, or sampling by sponsors or vendors must comply with venue policies, applicable laws, and any exclusive catering or service agreements in place. Prior written approval from the organizer is required for any food or beverage activation. Alcoholic beverages may be served only with the organizer's express authorization and strictly within designated locations and approved timeframes. sponsors and vendors are solely responsible for compliance with all licensing, age verification, and responsible service requirements.

Intellectual Property and Content Warranties
Sponsor warrants it owns or has rights to all materials used, and sponsor indemnifies organizer for IP claims arising from sponsor content, including music used in activities.

Indemnification
Sponsor indemnifies and holds harmless organizer, venue, and affiliates for claims arising from sponsor activities, products, staff, contractors, and materials.

Event Changes and Benefit Substitutions
Organizer may adjust schedule, venue layout, traffic flow, stages, or programming; sponsor benefits may be substituted with comparable value if necessary; no refunds for minor changes.

Force Majeure, Postponement, Virtual Conversion
If the conference is cancelled, postponed, or materially impacted due to circumstances beyond the organizer's reasonable control (including acts of God, government orders, public health events, labor disputes, or venue unavailability), the Organizer may reschedule the conference or convert it to a virtual or hybrid format without liability. Sponsor benefits will be applied to the revised event in good faith to preserve the overall value of the sponsorship, and the organizer will provide prompt notice and work collaboratively to ensure a successful outcome.

Promotions, Giveaways, and Sampling Rules
All giveaways must be approved if required, comply with venue rules and laws, may not include weapons, adult content, prohibited substances; sponsor is responsible for permits, taxes, age-gating, and distribution control.

Electrical, Internet, and Technical Services
Power, internet, rigging, and A/V are not included unless explicitly stated; sponsor must use approved vendors, sponsor bears costs, organizer not liable for service interruptions.

Shipping, Storage, and Material Handling
See the FedEx Guidelines attachment titled "Grand Hyatt San Antonio Package Shipping Instructions". Subject to change by Grand Hyatt San Antonio.

Construction, Safety, and Fire Code Compliance
Booth structures must meet height limits, egress clearances, flame-retardant requirements, ADA accessibility, and may not block aisles; organizer may require changes for compliance.

Noise, Lighting, and Crowd Control
Vendors and sponsors must conduct their activities in a professional manner that does not unreasonably disrupt neighboring exhibitors or conference programming. Excessive noise, amplified sound, distracting lighting, or promotional activities that obstruct aisles or create crowd congestion are not permitted. The organizer reserves the right to limit or require modification of any activity that, in its reasonable judgment, interferes with the safety, operations, or overall experience of the conference.

Event Non-Compete Clause
Vendors & sponsors are not allowed to host events within the Tor-Con conference hours or scheduled events.

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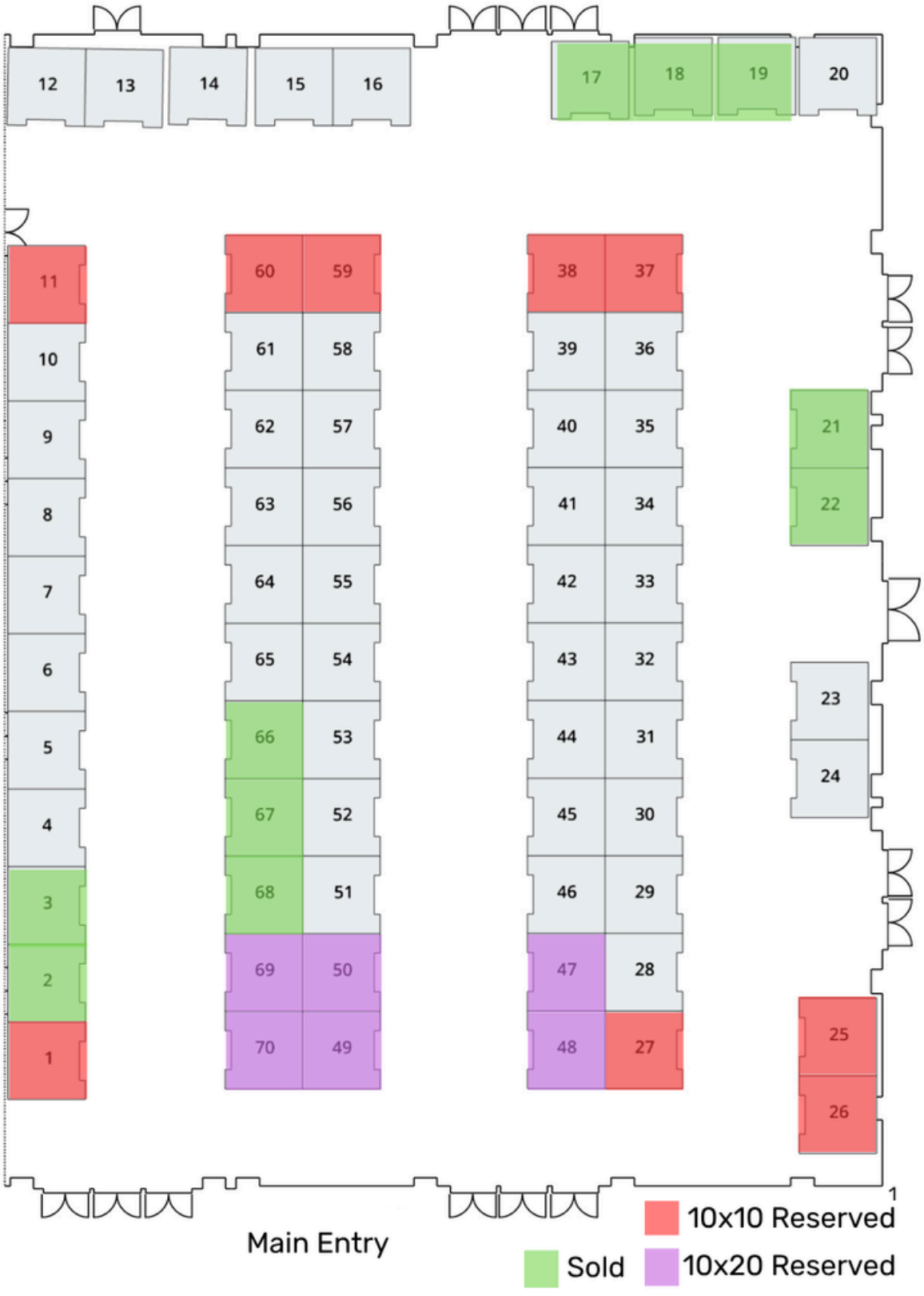
Exhibit Hall Map



Grand Hyatt San Antonio
Package Shipping Instructions

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 hotel must follow the address label standards (illustrated below) to prevent package routing delays. Please schedule your shipment(s) to arrive 3–4 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 ship any items to the attention of the Hospitality Manager or Catering & Conference Manager, unless the items are specifically for their use (i.e., hotel specifications, rooming lists, signed documents); this includes any room drops or deliveries to any other area of Grand Hyatt San Antonio.

Shipments are held for a limited number of days. If a package has not been picked up 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 **210.212.7133**. Package deliveries should only be scheduled after the recipient has checked into the hotel.

PACKAGE LABELING STANDARDS AND FEDEX OFFICE CONTACT

Hold For Guest: (Guest Name) (Guest Cell Number)
c/o FedEx Office at Grand Hyatt San Antonio
600 East Market St
San Antonio, TX, 78205
(Convention / Conference / Group / Event Name)

Box ____ of ____

FedEx Office Business Center
Grand Hyatt San Antonio
600 East Market St
San Antonio, TX 78205
Phone: 210.212.7133
Fax: 210.212.7103
Email: usa5046@fedex.com

Operating Hours
Mon – Fri: 7:00am - 7:00pm
Saturday: 10:00am - 5:00pm
Sunday: 10:00am - 5:00pm

SHIPPING AND RECEIVING INSTRUCTIONS

Meeting organizers and participants are encouraged to contact FedEx Office in advance of shipping their items to Grand Hyatt San Antonio with any specific questions. If you have any special needs such as refrigeration requirements, after hours delivery requests or changes to your meeting dates or rooms, please work directly with your Event Services Manager who will communicate these needs to FedEx Office in advance of your event.

PACKAGE DELIVERY WITHIN THE HOTEL

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 San Antonio, but please check with the business center for specific delivery limitations that may exist. In cases where a drayage company or decorator is used, FedEx Office team members will release any drayage directly to the decorator if they are onsite when the shipments arrive. If any drayage or parcels require overnight storage, FedEx Office will request handling fees be collected from the decorator. If you are using a drayage company or decorator for exhibitor packages, these packages must be shipped directly to the drayage company or decorator specified address. Please note that FedEx Office team members cannot lend out any moving equipment to a guest, which includes pallet jacks, dollies, and flatbed carts.

PACKAGE DELIVERY TO GUEST SUITES

In most cases, FedEx Office will complete delivery or pickup of packages to guest suites at Grand Hyatt San Antonio, but please check with the business center for specific delivery limitations that may exist. FedEx Office is not authorized to leave packages in guest suites that are not occupied. A guest with authorization to sign for the delivery and approve any charges for handling and delivery fees must be present in the suite.

Grand Hyatt San Antonio
Package Shipping Instructions

UPON YOUR ARRIVAL

Packages will be available for pickup inside the FedEx Office business center (receiving fee will apply). Pallets, crates, display cases and other heavier items may be scheduled for delivery by contacting our staff at the number located on the previous page (delivery fee will apply). Package deliveries should only be scheduled after the recipient has checked into the hotel. 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

All outbound packages must have a completed carrier airbill affixed to each package. Packaging supplies (boxes, tapes, and etc.) are available for purchase within the FedEx Office business center. FedEx Office offers pack and ship services in the business center; while packaging supplies are also available for purchase. FedEx Express® shipping boxes and airbill forms are available and complimentary. Outbound packages to be picked up by a third party courier should be coordinated in advance with a FedEx Office team member. Outbound handling fees will be applied to all packages, regardless of carrier, in addition to shipping/transportation fees.

PACKAGE HANDLING AND STORAGE FEES

PACKAGE WEIGHT	PACKAGE PICKUP OR DROP OFF BY GUEST	PACKAGE PICKUP OR DELIVERY BY FEDEX OFFICE
Flat Envelopes	No Charge	$5.00
0.0 – 1.0 lbs.	$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.	$25.00	$50.00
Over 60.0 lbs.	$25.00	$70.00
Pallets & Crates*	$0.50 / lb. ($150.00 Minimum)	$0.50 / lb. ($150.00 Minimum)

* For inbound/outbound pallets or crates, the receiving and delivery charges are consolidated into a single fee of $0.50 / lb. ($150.00 Minimum), which is applied to each pallet/crate handled. A labor fee of $70.00 per hour will apply for breaking down pallets, building pallets, or excessive package handling/moving due to a customer's request. The labor fee can be charged in 15 minute increments.
** No handling fees will be charged for outbound packages weighing 0-1 pound that are brought to the FedEx Office Business center by a guest.

PACKAGE WEIGHT	STORAGE FEE AFTER 5 DAYS
Flat Envelopes	No Charge
0.0 – 10.0 lbs.	$5.00
11.0 – 30.0 lbs.	$10.00
31.0 – 60.0 lbs.	$15.00
Over 60.0 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.

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 Hotel nor FedEx Office and Print Services, Inc. provide such insurance. Neither the Hotel 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 at the Hotel, 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 Hotel, you agree to be bound by any additional terms and conditions that the Hotel or FedEx Office and Print Services, Inc. may establish from time to time for receiving and delivering of packages.

FedEx Office Product/Service Pricing at Grand Hyatt San Antonio

FedEx Office and Print Center

Open Mon-Fri 7:00 AM—7:00 PM
Sat-Sun 10:00 AM — 5:00 PM

Grand Hyatt
600 E. Market
San Antonio, TX 78205
Phone: 210-212-8803
Fax: 210-212-9522
Email: usa5046@fedex.com

Your On-site Contacts:

Brian Williams
Store Manager
Phone: 210-212-7133
brianwilliams@fedex.com

Eddie Rhind

Assistant Manager
Phone: 210-212-7133
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David Walz
Events Solutions Consultant
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PLEASE CONTACT THE CENTER DIRECTLY TO LEARN MORE ABOUT VOLUME/PRE-EVENT PRICING

Black & White Copies

$0.23 per single sided impression 24# Bond Paper (8.5 x 11)
$0.25 per single side impression 24# Bond Paper (3HD or 8.5 x 14)
$0.46 per single sided impression 24# Bond Paper (11 x 17)
$0.23 per single sided impression Pastel, Bright Paper (8.5 x 11 or 8.5 x 14)
$0.32 per single sided impression Resume, Executive Paper & Cardstock (8.5 x 11)
$0.32 per single sided impression Cardstock (8.5 x 11)
$0.43 per single sided impression Resume Cardstock (8.5 x 11)
$1.75 Black & White Transparencies (letter)

Color Copies & Services

$1.69 per single sided impression 24# laser (8.5 x 11)
$1.89 per single sided impression 32# laser (8.5 x 11)
$3.38 per single sided impression (11 x 17)
$1.99 per single sided impression Cardstock (8.5 x 11)
$2.09 per single sided impression on Gloss Cardstock (8.5 x 11)
$2.99 Color Transparencies

Finishing Services

$0.05 Machine Stapling, per staple
$0.25 Hand Stapling, per staple
$0.05 Machine Folding
$0.25 Hand Folding, per fold
$0.25 Hand Collating, per page
$0.25 Inserting, per item
$2.00 Cutting, per cut (paper stock — per 500 sheets, card stock — per 250 sheets)
$2.99Lamination (8.5 x 11 or 8.5 x 14)
$4.99 Lamination (11 x 17)
$1.75 Lamination, luggage tag - $0.75 additional for loop or clip

Binding

$5.95 Coil Binding with Clear Cover
$6.49 Coil Binding with Frosted Cover
$1.00 (additional) Binding over 1 inch

Computer Workstations

$0.40 Basic Workstation PC (per minute)
$0.55 Design Workstation PC (per minute)
$0.59 Black & White Laser Prints
$1.99 Color Laser Prints

Fax Services

$2.00 Outgoing Local and Toll Free (per page)
$3.00 Outgoing Domestic/Long Distance (per page)
$1.49 Incoming (per page)
$10.00 International (per page)

Administrative Services

$24.95 (minimum) Document Creation

Signs & Graphics

$49.99 18x24 Print Package (Printed, Mounted, Laminated)
$99.99 24x36 Print Package (Printed, Mounted, Laminated)

*Sales tax is not included. Pricing subject to change. Rev 1/21/2019