



THE LODGE OF FOUR SEASONS
GOLF RESORT & SPA SHIKI

Hotel Phone #: (573) 365-3000 Fax #: (573) 365-8513
315 Four Seasons Drive, P.O. Box 215, Lake Ozark, MO 65049
Email: Croderick@4seasonsresort.com

PACKAGE HANDLING FORM
PLEASE PRINT OR TYPE LEGIBLY

Name: _____ Conference Name: _____

Address: _____ Date: _____

City, State, Zip: _____ Phone #: _____

Number of Boxes: _____ Total Weight: _____ Date Received: _____

Shipping Fee: _____ Storage Fee: _____ Total Fees: _____

Payment methods: Credit Card Cash Room Charge Room #: _____

Credit Card #: _____ Expiration Date: _____

3 or 4 Digit Security Code on Back of Card (Required): _____

Printed Name: _____ Signature: _____

- The Lodge of Four Seasons is not responsible or liable for any loss, damaged, or stolen packages
- All packages are to be labeled with Conference name, Guest name, and estimated arrival date
 - Upon arrival to The Lodge to obtain your package contact Front Desk or the Operator
 - Payment must be made at time of delivery of package to the guest
 - No collect shipments will be accepted

Package Handling Prices				
Package Size	Delivery	Outgoing	Storage Fee (48 hours - 7 days)	Storage Fee (8 days- 14 days)
1-10 pounds	\$5	\$5	\$5	\$10
11-35 pounds	\$10	\$10	\$10	\$20
36-100 pounds	\$25	\$25	\$25	\$40
½ Pallet, 100+ pounds	\$50	\$50	\$50	\$65
Full Pallet	\$65	\$65	\$65	\$80

_____ For Interoffice use only: _____

Delivered By: _____ Date/Time Delivered: _____

Location Delivered: _____ Total Fees: _____