



2025 Annual Meeting

Sand Pearl Resort – Clearwater Beach, FL | September 21 – 25, 2024

Shipping Requirements Form

Please complete this form and return to John Scroggins and Jason Foland.

john.scroggins@ophotels.com

Jfoland@five-starav.com

Type of service required:

1. Box Moving/Handling fees:

_____ # of boxes @\$5 per box (under 50 lbs)

_____ # of cases @ \$50 per case

_____ # of pallets @ \$100 per pallet

2. Shipping and Receiving:

A package room is available for receipt, holding, and delivery of packages to guests in rooms and meeting spaces. The package room may not be used as storage. It is requested that packages arrive at the Resort no earlier than five (5) days prior to the date required.

Conference and meeting materials should be addressed as below:

Sandpearl Resort

Group: Bank Depository User Group

Attention: John Scroggins

Hold for: _____

500 Mandalay Avenue,

Clearwater Beach, Florida – 33767

3. Electrical – specific requirements: _____

4. Extension cords, power strip & taping (\$15 per contract) _____

5. Tables: _____

6. High Speed Wireless Internet: \$250 per event for all attendees (provided by NCOFCU). This Wi-Fi charge is in case you need dedicated internet, otherwise you can use the free hotel Wi-Fi for the event: ☐ Yes ☐ No



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7. Additional hard wire lines will require an additional fee and not available in pre-function spaces

Group name/Individual: _____

Room name/specific location: _____

Date(s) of service: _____

Connect date: _____

Disconnect date: _____

Type of service: _____

Total number of lines: _____

8. Any other requirements:

Total applicable charges: _____

Billing method: ☐ Credit card ☐ Room charge

Exhibitor name: _____

Exhibitor credit card name: _____

Exhibitor email: _____

****A Sertifi Link will be sent to gather secure credit card information**