

# “Rent-A-Box”

## *Attendee Parcel Storage and Shipping Center*



One of the most popular services we offer is our “Rent-a-Box” Attendee Parcel Storage and Shipping Center. It is not uncommon for our staff members to hear literally hundreds of comments from attendees exclaiming that they “wished all conventions offered such a great service.” We believe that your event is the ideal setting for this service. Following are details describing the service for your consideration:

### What is Rhino’s “Rent-a-Box”?



The idea behind “Rent-a-Box” is to provide your attendees with a convenient way to store their collectibles during the course of the event. At many conventions, attendees often find themselves carrying **many pounds** worth of seminar material, tradeshow giveaways and literature around with them. Each evening, they usually have to lug these items back to their hotel rooms, and then, at the end of the convention, they have to lug it to a shipping center or stuff the contents into their already full luggage.

“Rent-a-Box” helps solve that burdensome problem. Rhino’s “Rent-a-Box” is similar to providing lockers to your attendees. The only difference is that your attendees get to store their collected items in a large 14” x 14” x 14” box, instead of a locker.

And, unlike lockers (where you have to keep inserting money each time you want to gain access), attendees pay a one-time fee and enjoy unlimited access to their box, until their box is full.

### “Rent-a-Box” is easy, affordable and fun!

For each box that is utilized, the one-time fee for this service is \$12.00, which includes the following:



- Rhino builds a 14”x14”x14” corrugated box, which becomes the property of the attendee
- The attendee labels the box and places the box on one of the tables provided in the Rent-a-Box Storage Center. The location of this box will not change so that when the attendee comes to the storage center, they know exactly where to go to locate their box.
- The Storage Center is open everyday of the convention, during days and hours pre-determined by Rhino and Show Management (for example, 8 a.m. – 6 p.m. daily).
- Attendees may come and go as often as they please, and add to their box until the box is full
- Rhino staff members are available at all times during the posted hours of operation to assist customers and monitor activity in the room. (\*See section concerning “Security”).
- When the Storage Center is closed, the items are secured for the evening until the next business day (\*See section concerning “Security”).
- When the box is full, Rhino staff tapes up the box and the attendee has the option of either shipping it, or taking the box back with them to check as luggage on the airplane.



## What are the set-up requirements for this service?

# “Rent-A-Box” Set-up Requirements

**Size & Location:** The size of the “Rent-a-Box” Storage Center varies at each convention. The ideal location would be in a meeting room, since doors can be locked each evening for added security.

When on the show floor or in the lobby, our size requirement has averaged approximately 20’ x 50’. In this setting, show management has the decorator do one of the following:

- 1) Fabricate a “room” that can be locked each evening – or –
- 2) Use pipe and drape to outline the area for the service, then post a security guard at the entrance to prohibit anyone from accessing the area when the “Rent-a-Box” center is closed.



*(Continued)*

Since each show is unique, we would work with you to determine what the best location would be, and the size that is available.

**Tables** Rhino would need several double-stacked unskirted tables to use for this service. It is our understanding that when a meeting room is used, the tables are provided by the convention center at no additional charge. When you have a schematic showing the dimensions of the area that has been assigned to us, we can give you a better idea of how many tables would be utilized.

**Signage** Rhino requests that signage be available in the lobby directing participants to the “Rent-a-Box” Storage Area. Rhino would be happy to provide you with artwork and/or wording for what the signs would say. Additional signage at the location would also be appreciated, and helpful to your participants.

Aside from the room, tables and signage, Rhino would take care of all other details concerning the set-up of this area, including telephone line drop for credit card sales (we accept Visa, Amex and MasterCard).

### **Note concerning Security:**

Rhino staff monitors the activity of the “Rent-a-Box” storage center, but does not guard over each individual box. Attendees with proper credentials may come and go as they please during the posted hours of operation. We have NEVER had an incident where attendees tamper with the contents of someone else’s box. HOWEVER, we do request and advise show management to post signs at the location that provide the following disclaimer: “Please do not store valuables. Your association and Rhino Business Services are not responsible for loss or theft.”

**Attendee Discounts & Promotion:** In addition to signage, Rhino would like to promote the service in advance to your attendees. The most effective way that this has been promoted in the past has been to provide a coupon to the attendees in your pre-show badge mailings. Rhino would supply all of the coupons. The coupon would give your attendees \$5.00 off the shipping cost. This coupon would also provide location information and hours of operation. A sample coupon has been provided for your convenience. (Additional coupons could be available at Attendee Registration counters, International Lounges, etc.).

**Larger Boxes** The 14”x14”x14” box seems to be the ideal box size for most events, since it can hold a lot of material, and not become too excessive for shipping weights. The average shipping weight of a 14”x14”x14” box is usually around 50-60 pounds each box! However, if an attendee desires to store items in a larger box, Rhino will have larger boxes available. The attendees would be obligated to pay the additional fee associated with having a larger box. (The price of the box is the additional fee).

**Supplies** If customers are interested in purchasing boxes or shipping supplies, Rhino carries a huge assortment of corrugated boxes and packing material.

We know that you will find this service to be a great addition to your upcoming event! (And your attendees will, too!) If you have any questions that have not been answered in this proposal, please contact one of our managers at 504-232-1158.

**Rhino Business Services at the Morial Convention Center in New Orleans 504-232-1158**