



# Hotel Information



**HILTON ALEXANDRIA MARK CENTER**  
5000 Seminary Road Alexandria VA 22311  
Phone: (703) 845-1010

A dedicated web site has been established to make hotel reservations:

<https://aws.passkey.com/e/16361100>

Room Rate \$130/Per Night

***Cut Off Date For Group Discounted Rate is:***

***\*\*\*June 23, 2017\*\*\****

***All Reservations Must Be Guaranteed By Credit Card***

## **ADDITIONAL INFORMATION**

**PARKING:** Handicapped parking is on the third floor of the garage; we ask that those who do not have handicapped tags or placards not use that area. There is access to the hotel from this floor that is handicapped accessible. No other garage floor has handicapped accessible entrance to the hotel.

NAME has a parking rate of \$12.00 per day. There is no street parking or other parking garages in the area. If you are there just for a day use the valet parking. Here you can come and go several times a day and not be charged extra. If you use the daily lot you will pay each time you go in and out.

### **DELIVERIES/PACKAGE HANDLING FEES**

Due to the limited storage space, packages may be delivered to the Hotel three working days prior to the date of the function. The Hotel must approve packages or materials that weigh in excess of 20 lbs. prior to shipping. Should special arrangements for delivery be necessary, please contact the hotel at least a week in advance of your event. No COD packages will be accepted. The hotel policies on safe package handling are based on advice from the United States Postal Service (USPS) and the federal Centers for Disease Control and Prevention (CDC).

Address packages as follows:

Your Name  
National Association of Miniature Enthusiasts  
Hilton Alexandria Mark Center  
5000 Seminary Road  
Alexandria, VA 22311

The customer is responsible for the arrangements and all expenses of shipping materials, merchandise, exhibits or any other items to and from the Hotel. The Hotel's shipping and receiving hours of operation are from 6:30AM - 3:00PM Monday through Friday. Incoming packages are handled as follows: Express Envelopes are complimentary and are held at the front desk. Packages/ boxes are charged at \$6.00 each, pallets are charged at \$100.00 each, cases/ crates are charged \$150.00 each.