



RoboSub 2023 Competition Shipping Guidelines

Teams may ship their equipment to our conference hotels (Holiday Inn Bayside or The Dana on Mission Bay) as long as they will be able to pick the shipment up by Monday, July 31.

Shipments cannot arrive prior to July 28th. Neither hotel (Holiday Inn Bayside or The Dana on Mission Bay) has a loading dock so all delivery trucks must have a lift gate and pallet jack. Schedule deliveries during weekday business hours so that management staff will be on-site to direct the shipment. Please provide the hotel's direct phone number to the shipping company so that they can call with questions. Holiday Inn San Diego Bayside – 619-224-3621 / The Dana on Mission Bay – 619-222-6440.

Shipment must be picked up no later than August 7. Shipments remaining after August 7 will incur a storage fee.

Shipping to the Competition – Shipments should be sent to your hotel using the applicable shipping label below.

Inbound Shipping Label:

FROM: School Name
Address
City, State, Zip
Country



Holiday Inn San Diego Bayside
Attn: RoboSub / School Name – Guest Name
4875 N. Harbor Drive
San Diego, CA, USA 92106

On-site Team POC Name:

Phone:



FROM: School Name

Address

City, State, Zip

Country



**The Dana on Mission Bay
Attn: RoboSub / School Name – Guest Name
1710 W. Mission Bay Drive
San Diego, CA, USA 92109**

On-site Team POC Name:

Phone:

Outbound Shipping – Begin working on your outbound shipping arrangements now! Batteries are exceptionally difficult to ship.

Shipments must be picked up from the hotel **BEFORE** the team departs or shipments must be dropped off at a local shipping facility. The hotels do not have loading docks, so all trucks picking up shipments must be equipped with a lift-gate and pallet jack. All shipments must be pre-paid – **NO EXCEPTIONS.**

LOCAL SHIPPING OUTLETS:

Fed Ex Office Print and Ship Center

1380 Harbor Island Drive

San Diego, CA 92101

[\(619\) 542-0198](tel:6195420198)

Postal Annex – USPS, UPS, Fed Ex

2907 Shelter Island Dr #105

San Diego, CA 92106

(619) 222-1664

The UPS Store

3555 Rosecrans Street

San Diego, CA 92110

858-777-1710

Fed Ex Office Print and Ship Center

3609 Midway Drive, Suite D

San Diego, CA 92110

619-523-2900

Hazardous Shipping: LIPO Batteries

FedEx Dangerous Goods dghotline@fedex.com

1-800-463-3339 x 81

RoboNation, Inc. | 3100 Clarendon Boulevard | Suite 1200 | Arlington, VA 22201

www.robonation.org





A pick-up for a dangerous goods shipment can also be coordinated through FedEx. Team must create a label and arrange a dangerous goods pick-up. The team must ensure that a team member is present until the shipment is picked up. This must be done Monday – Friday 9:00 am – 5:00 pm. It will be very difficult if not impossible to schedule this pick-up on the weekend, so make arrangements early!!!

Outbound Shipping Label:

FROM:

**School Name / Team Name
4875 N. Harbor Drive
San Diego, CA 92106**



**School Name
c/o School POC
Address
City, State, Zip
Country**

Team POC Name:

Phone:



FROM:

School Name / Team Name
1710 W. Mission Bay Drive
San Diego, CA 92109



School Name
c/o School POC
Address
City, State, Zip
Country

Team POC Name:

Phone:

If you have questions or need assistance, please contact Cheri Koch at ckoch@robonation.org / 850-642-0536.

Cheri

CHERI KOCH

SR. EVENTS MANAGER

ROBINATION, INC.

ADDRESS: 3100 Clarendon Boulevard, Suite 1200, Arlington, VA 22201

CELL: 850.642.0536

EMAIL: ckoch@robonation.org

WWW.ROBINATION.ORG

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