



Delivery Address: 310 Park Ave, New York, NY 10022
 Waldorf Astoria Contact:
 HSM Contact:

Lodging Kit Company: Emily (315)725-9770 emily@lodgingkit.com

Delivery 1 - Floor 7

Delivery 1: To Property - 5/20/25 Truck Via: Primeway
 BOL # 13839698 | Tuesday May 20th | 7am-12pm
 12 Pallets | 4,992lbs | 38 Rooms total | Q1-Q4.

27 Room	Quad	
Floor 7 - KING	710	Q1
	712	Q1
	703	Q1
	704	Q1
	705	Q1
	706	Q1
	707	Q1
	716	Q1
	717	Q1
	719	Q1
	701	Q2
	720	Q2
	742	Q2
	722	Q3
	723	Q3
	738	Q3
	725	Q4
	727	Q4
	729	Q4
	730	Q4
732	Q4	
733	Q4	
737	Q4	
702	LOR/Hoist	
724	LOR/Hoist	
739	LOR/Hoist	
718	LOR/Hoist	

8 Rooms	Quad	
Floor 7 - SUITE	708	Q1
	711	Q1
	714	Q1
	721	Q2
	741	Q3
	728	Q4
	731	Q4
	734	Q4

7 Rooms	Quad	
Floor 7 - DD	709	Q1
	713	Q1
	715	Q1
	740	Q3
	726	Q4
	735	Q4
	736	Q4

Q1 (Far West)
Q2 (West Core)
Q3 (East Core)
Q4 (Far East)
Leave Out Room/Hoist Room

OVERVIEW



All Boxes will have 2 stickers on them. Colored sticker is Kit Type, Box Number and Contents.
White Sticker is Floor Number and Room Number.



Todas las cajas tendrán dos pegatinas. La pegatina de color indica el tipo de kit, el número de caja y el contenido.
La pegatina blanca indica el número de piso y el número de habitación.



Each Box will have Colored and White labels clearly visible on the side.

Cada caja tendrá etiquetas de colores y blancas claramente visibles en el lateral.



Each Pallet will be labeled with a White sticker noting Pallet Number and Floor Number.

Cada paleta estará etiquetada con una etiqueta blanca que indicará el número de paleta y el número de piso.



PALLET LAYOUT PER FLOOR AND ROOM

BROAD OVERVIEW

Truck 1	Quadrant	Room type	Pallet Count	Total Boxes	Floor 7
Summary	Q1	King (10); King Suite (3); DD (3)	5	51	F7
	Q2	King (3); King Suite (1); DD (0)	1	12	F7
	Q3	King (3); King Suite (1); DD (1)	2	16	F7
	Q4	King (7); King Suite (3); DD (3)	4	42	F7
*** Add Ironing Boards per pallet ***					

DETAILED OVERVIEW

Floor 7 - 38 Rooms					
Pallet	Room Type and Quadrant			Room Number and Box Count	
1	King		Q1	703, 704, 705, 706	12
2	King		Q1	707, 716, 717	9
3	King	King Suite	Q1	719, 708, 714	9
4	DoubleDouble		Q1	709, 713, 715	12
4.5	King	King Suite	Q1	710, 712, 711	9
5	King	King Suite	Q2	701, 720, 742, 721	12
6	King	King Suite	Q3	722, 723, 738, 741	12
7	DoubleDouble		Q3	740	4
8	King		Q4	735, 727, 729, 730	12
9	King		Q4	732, 733, 737	9
10	King Suite		Q4	728, 731, 734	9
11	DoubleDouble		Q4	726, 736, 736	12
** Each pallet contains Ironing Boards for that number of Rooms					

King Rooms contain 3 boxes per kit.
Suite Rooms contain 3 boxes per kit.
Double Double Rooms contain 4 boxes per kit.



King Kit | Green Label | 3 Box Kit/Room

Box 1 Contents:	230
KING Duvet insert-Down (112x87)	1
KING Mattress Topper - 12oz	1
KING Pillow Protectors (20x36)	4
KING Pillows - FIRM - 20x36 56.12oz	2
KING Pillows - SOFT - 47oz 20x36	2
Clock	1
Coasters	4
Turndown tray	1
TV Remote holder	1

Box 2 Contents:	230
Female hangers	6
Iron	1
Male (Clip) hangers	6
Padded hangers - Black	2
Portfolio (Stationary Holder)	1
QUEEN Closet Pillow FIRM	1
QUEEN Closet Pillow Protector	1
Shoe horn	1
Trash can (16.5'L x 8.5"W x 12"H)	1
Coffee Maker	1
Tea Kettle	1
Desk Blotter	1

Box 3 Contents:	230
Amenity trays	2
Hair dryer	1
Hair dryer bag	1
Q-Tip/Cotton pad holder	1
Tissue box cover	1
Trash can (8"Sq x 6"Sq x 9"H)	1
Ice bucket	1
Ice bucket tray	1
Ice pick	1
Menu Two-Fold (Private Bar)	1
Ring Binder (In-Room Dining Menu)	1
Note pad tray	1
Wine Opener	1

**WANYC King Kit
Q1 - 7th Floor
ROOM #703**

**Waldorf Astoria
King Kit
CONTENTS**

King Duvet Insert (1)
King Mattress Topper (1)
King Pillow Protectors (4)
King Firm Pillows (2)
King Soft Pillows (2) Clock (1)
Coasters (4) Turndown Tray (1)
TV Remote Holder (1)

BOX 1 of 3

**Waldorf Astoria
King Kit
CONTENTS**

Female Hangers (6) Iron (1)
Male Hangers (6) Padded Hangers (2)
Portfolio (1) Closet Firm Pillow (1)
Closet Pillow Protector (1)
Shoehorn (1) Large Trash Can (1)
Coffee Maker (1)
Tea Kettle (1) Desk Blotter (1)

BOX 2 of 3

**Waldorf Astoria
King Kit
CONTENTS**

Amenity Tray (2) Hair Dryer (1)
Hair Dryer Bag (1) Q-Tip Holder (1)
Tissue Box Cover (1) Small Trash Can (1)
Ice Bucket (1) Ice Bucket Tray (1)
Ice Pick (1) Wine Opener (1)
Private Bar (1) Note Pad Tray (1)
In-Room Dining Menu (1)

BOX 3 of 3



Suite Kit | Yellow Label | 3 Box Kit/Room

Box 1 Contents:	79
KING Duvet insert-Down (112x87)	1
KING Mattress Topper - 12oz	1
KING Pillow Protectors (20x36)	4
KING Pillows - FIRM - 20x36 56.12oz	2
KING Pillows - SOFT - 47oz 20x36	2
Clock	1
Coasters	4
Turndown tray	1
TV Remote holder	1

Box 2 Contents:	50
Female hangers	6
Iron	1
Male (Clip) hangers	6
Padded hangers - Black	2
Portfolio (Stationary Holder)	1
QUEEN Closet Pillow FIRM	1
QUEEN Closet Pillow Protector	1
Shoe horn	1
Trash can (16.5'L x 8.5"W x 12"H)	1
Steamer (Suites Only)	1
Coffee Maker	1
Tea Kettle	1
Desk Blotter	1

Box 3 Contents:	79
Amenity trays	2
Hair dryer	1
Hair dryer bag	1
Q-Tip/Cotton pad holder	1
Tissue box cover	1
Trash can (8"Sq x 6"Sq x 9"H)	1
Ice bucket	1
Ice bucket tray	1
Private Bar Menu	1
In-Room Menu	1
Note pad Tray	1
Ice Tongs	1
Corkscrew	1
1 Large Trash	1

**WANYC Suite Kit
Q3 - 7th Floor
ROOM #741**

**Waldorf Astoria
Suite Kit
CONTENTS**

King Duvet Insert (1)
King Mattress Topper (1)
King Pillow Protectors (4)
King Firm Pillows (2)
King Soft Pillows (2) Clock (1)
Coasters (4) Turndown Tray (1)
TV Remote Holder (1)

BOX 1 of 3

**Waldorf Astoria
Suite Kit
CONTENTS**

Female Hangers (6) Iron (1)
Male Hangers (6) Padded Hangers (2)
Portfolio (1) Closet Firm Pillow (1)
Closet Pillow Protector (1)
Shoehorn (1) Large Trash Can (1)
Steamer (1) Coffee Maker (1)
Tea Kettle (1) Desk Blotter (1)

BOX 2 of 3

**Waldorf Astoria
Suite Kit
CONTENTS**

Amenity Tray (2) Hair Dryer (1)
Hair Dryer Bag (1) Q-Tip Holder (1)
Tissue Box Cover (1) Small Trash Can (2)
Ice Bucket (1) Ice Bucket Tray (1)
Ice Pick (1) Wine Opener (1) Private Bar (1)
Note Pad Tray (1) In-Room Dining Menu (1)

BOX 3 of 3



Double Double Kit | Blue Label | 4 Box Kit/Room

Box 1 Contents:	68
QUEEN Pillows - FIRM - 20x30 - 47oz	4
QUEEN Mattress topper - 12oz	2
QUEEN Pillow Protectors (20x30)	8
Clock	1
Coasters	4
Turndown tray	1
TV Remote holder	1
Desk leather blotter	1

Box 2 Contents:	68
Female hangers	6
Iron	1
Male (Clip) hangers	6
Padded hangers - Black	2
Portfolio (Stationary Holder)	1
QUEEN Closet Pillow FIRM	1
QUEEN Closet Pillow Protector	1
Shoe horn	1
Trash can (16.5'L x 8.5"W x 12"H)	1
Tea Kettle	1
Coffee maker	1

Box 3 Contents:	68
Amenity trays	1
Hair dryer	1
Hair dryer bag	1
Q-Tip/Cotton pad holder	1
Tissue box cover	1
Trash can (8"Sq x 6"Sq x 9"H)	1
Ice bucket	1
Ice bucket tray	1
Ice pick	1
Wine opener	1
Menu Two-Fold (Private Bar)	1
Note pad tray	1
Ring Binder (In-Room Dining Menu)	1

Box 4 Contents:	68
QUEEN Duvet insert-Down (96x87)	2
QUEEN Pillows - SOFT - 20x30 - 37oz	4

**WANYC Double Kit
Q4 - 7th Floor
ROOM #736**

