



GROUP SALES AGREEMENT

DESCRIPTION OF GROUP AND EVENT

The following represents an agreement between: Columbus Marriott, 800 Front Avenue, Columbus, GA, 31901, (706) 324-1800 and SER WOCN Conference Oct2019 and outlines specific conditions and services to be provided.

ORGANIZATION: SER WOCN Conference Oct2019

CONTACT:

Name: Angela Dybvig Howell
Phone Number: 205.212.0062
E-mail Address: events@serwocn.org

NAME OF EVENT: SER WOCN Conference Oct2019

GUEST ROOM COMMITMENT

The Hotel agrees that it will provide SER WOCN Conference Oct2019 400 room nights in the pattern set forth below (such number and such pattern, the "Room Night Commitment"):

Attendees

Date	Day	General	Total Rooms
09/30/2019	Mon	0	0
10/01/2019	Tue	5	5
10/02/2019	Wed	52	52
10/03/2019	Thu	152	152
10/04/2019	Fri	117	117
10/05/2019	Sat	42	42

Staff

Date	Day	General	Total Rooms
09/30/2019	Mon	0	0
10/01/2019	Tue	0	0
10/02/2019	Wed	8	8
10/03/2019	Thu	8	8
10/04/2019	Fri	8	8
10/05/2019	Sat	8	8

Staff

Start Date	End Date	Room Type	Single	Double
10/02/2019	10/04/2019	General	\$129.00	\$129.00

Attendees

Start Date	End Date	Room Type	Single	Double
09/30/2019	10/05/2019	General	\$129.00	\$129.00

GROUP ROOM RATES

Hotel room rates are subject to applicable state and local taxes (currently [16] %) in effect at the time of check-out. There is also a \$5.00 per night/ per room fee that is GA Mandated, this is non-exempt.

COMMISSION

10% Commission to be paid per room to SER WOCN

METHOD OF RESERVATIONS

Reservations for the Event will be made by individual attendees directly with Marriott reservations at 1 (800) 228-9290 or (706) 324-1800. And Rooming List for Staff to be sent directly to Group Room Sales Contact: Amy Jenkins prior to cut-off date.

GUARANTEED RESERVATIONS

All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card or by SER WOCN Conference Oct2019. Hotel will not hold any reservations unless secured by one of the above methods.

CUTOFF DATE

Reservations by attendees must be received by Friday, September 20, 2019 (the "Cutoff Date"). At the Cutoff Date, Hotel will review the reservation pickup for the Event, release the unreserved rooms for general sale, and determine whether it can accept reservations based on a space- and rate-available basis at the SER WOCN Conference Oct2019 group rate after this date. Release of rooms for general sale following the Cutoff Date does not affect SER WOCN Conference Oct2019's obligation, as discussed elsewhere in this Agreement, to utilize guest rooms.

BILLING ARRANGEMENTS

The following billing arrangements apply: All Charges to Master for Staff Members per Rooming List and Individual Attendees for their group block.

REWARDS PROGRAM – QUALIFIED FOR REWARDING EVENTS

Approximately (10) business days after the conclusion of the Event (provided that the Event is not cancelled and SER WOCN Conference Oct2019 has otherwise complied with the material terms and conditions of this Agreement), the Hotel will either award Points or submit an award for airline miles to the Member(s) identified below:

The Rewarding Events program is only available to qualified Marriott Rewards Program members. Rewarding Events **is not** available in certain circumstances, including (1) for any government employee or official booking a government event (U.S. government event or non-U.S. government event); (2) for any employee of a state-owned or state-controlled entity ("SOE") booking an event on behalf of the SOE; or (3) for any other planner or intermediary when booking an event on behalf of a non-U.S. governmental entity or non-U.S. SOE.

In addition, Rewarding Events is available only if SER WOCN Conference Oct2019's own policies permit the Member identified below to receive Rewarding Events points or airline miles for the Event.

The number of Points or airline miles to be awarded shall be determined pursuant to the Rewards Program Terms and Conditions, as in effect at the time of award. The Rewards Program Terms and Conditions are available on-line at marriottrewards.com, and may be changed at the sole discretion of the Rewards Program at any time and without notice.

The Member identified below to receive either Points or airline miles may not be changed without such Member's prior written consent. By inserting the airline mileage account information, the Member elects to receive airline miles rather than Points. All Rewards Program Terms and Conditions apply.

GROUP MUST CHECK ONE OPTION BELOW:

The Contact (as identified on page 1 of this Agreement or the Authorized Signer of this Agreement) certifies that she/he is qualified to participate in the Rewarding Events program for the Event.

Member Name _____
Marriott Rewards Program Member Number _____

*If airline miles are desired instead of Rewarding Events Points, please also provide:

Frequent flier airline miles account number _____
Airline Name _____

OR

The Contact (as identified on page 1 of this Agreement or the Authorized Signer of this Agreement) declines or is not qualified to receive Rewarding Events Points or airline miles, and hereby waives the right to receive an award of Points or airline miles in connection with the Event.

*Electronic selection – This may be done in Microsoft Word by double-clicking on the above unfilled box, choosing a blackened box, and then clicking “Insert.” Alternatively, one can use the commands “Insert” and “Symbol,” choose the blackened box, and then click “Insert.”

ACCEPTANCE

Upon signature by both parties, SER WOCN Conference Oct2019 and the Hotel shall have agreed to and executed this Agreement by their authorized representatives as of the dates indicated below.

Banquets Room Rental

The Columbus Marriott agrees to provide the Pemberton Room on October 4th, 2019 from 6:00pm- 8:00pm at the rate of \$125.00 (flat fee). SER WOCN will be ordering from the Houlihans Restaurant Limited Menu. The Columbus Marriott will plan to accommodate 14 guests.

SIGNATURES

Approved and authorized by SER WOCN Conference Oct2019.

Name: (Print) _____

Title: (Print) _____

Signature: 

Date: _____

Approved and authorized by Hotel:

Name: (Print) Amy Jenkins

Title: (Print) RM/Director of Sales

Signature: 

Date: 09/01/2017