

Sample Company Meeting

Event Dates: 13-Jun-2017 to 15-Jun-2017



Name:	Crowne Plaza Hotel St. Louis - Downtown	Hilton St. Louis Downtown at the Arch	Magnolia Hotel St. Louis	The Westin St. Louis
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Website:	View Website	View Website	View Website	View Website
Address:	200 North 4th Street St. Louis, Missouri, 63102-1902	400 Olive St. St. Louis, Missouri, 63102	421 North 8th Street St. Louis, Missouri, 63101	811 Spruce Street St. Louis, Missouri, 63102
Total Guest Rooms:	440	195	182	255
Total Meeting Space:	15,000 Sq. Ft.	5,000 Sq. Ft.	8,000 Sq. Ft.	17,000 Sq. Ft.
Overview:	Located in the heart of downtown St. Louis, adjacent to the majestic Gateway Arch, the newly-renovated Crowne Plaza Hotel St. Louis Downtown offers the kind of warm hospitality, inviting atmosphere, and top notch services sure to please business and leisure travelers alike.	The Hilton St. Louis Downtown at the Arch hotel boasts an ideal location in the heart of St. Louis and offers easy access to a range of nearby attractions. Built in 1889 as the Merchant Laclède National Bank, this Hilton St. Louis Downtown hotel offers historic charm with a modern twist. The hotel still boasts the original bank vaults in the lobby.	The Magnolia Hotel St. Louis offers 8,000 square feet of meeting space including a 4,500 square-foot ballroom with beautiful floor to ceiling windows and a view of a park. An ideal downtown venue for functions of up to 300 guests.	The Westin St. Louis delights with 255 oversized modern loft-style rooms and suites, 17,000 square feet of smart meeting space featuring natural light, and a premier downtown location. Experience inspired events, marked with brand-leading personalized service.
Offered Concessions/Contractual Requirements:	1 per 40 comp rooms 1 suite upgrade Meeting planner bonus points 9 VIP Welcome amenities for Board members Rate available 3 days pre/post	1 per 40 comp, cumulative 1 Superior Room upgrade at group rate Meeting planner bonus points 9 VIP Welcome amenities for Board members, chef's selection	1 per 40 comp rooms 1 suite upgrade at group rate Meeting planner - double SPG points 9 VIP Welcome amenities for Board members - hotels choice Rate available 3 days pre/post based on availability Complimentary cookies & milk	1 per 40 comp rooms -1 suite upgrade at group rate -9 VIP Welcome amenities for Board members (chef's choice) -Rate available 3 days pre/post based on availability -Standard SPG points
Sleeping Rooms				
Rates:				
Single (1 Bed)	USD \$159.00	USD \$165.00	USD \$159.00	USD \$229.00
Estimated Costs:				
Guest Room Wifi	Complimentary	Complimentary	Complimentary	Complimentary
Parking Fee - Self	USD \$10.00 Per Day (Inclusive) Discounted from \$15	15% off prevailing overnight rates	N/A	USD \$20.00 Per Day (+Tax)
Meeting Rooms				
Meeting Room Rental Fee:	Complimentary with F&B Min.	Complimentary with F&B Min.	Complimentary with F&B Min.	Complimentary with F&B Min.
Day 2 Board Meeting	Room: Upper Missouri Size: 1050 square feet Height: 11.00 feet Note: Floor to ceiling windows along the East wall overlooking courtyard	Room: Independence Size: 840 square feet Height: 9.00 feet	Room: Heiss Boardroom Size: 587 square feet Height: 9.00 feet	Room: Stadium Boardroom Size: 501 square feet Height: 8.00 feet
Day 2 (12:00 PM - 1:00 PM) Lunch (Lunch)	Room: Lower Missouri Size: 1050 square feet Height: 11.00 feet	Room: Robert E. Lee Size: 624 square feet Height: 9.00 feet	Room: Mezzanine Size: 1000 square feet Height: 9.00 feet	Room: Concourse Size: 952 square feet Height: 9.00 feet

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Day 3 and 4 General Session	Room: Meramec East Size: 1950 square feet Height: 11.00 feet Note: Floor to ceiling windows along the East wall overlooking courtyard	Room: Laclède Ballroom Size: 1377 square feet Height: 12.00 feet	Room: Magnolia Ballroom (A-D) Size: 4426 square feet Height: 12.00 feet	Room: Promenade Ballroom AB Size: 2734 square feet Height: 15.00 feet	
Day 3 and 4 Lunch	Room: Meramec West Size: 2050 square feet Height: 11.00 feet	Room: Admiral Size: 1012 square feet Height: 9.00 feet	Room: Magnolia Ballroom (A-D) Size: 4426 square feet Height: 12.00 feet	Room: Promenade Ballroom C Size: 1264 square feet Height: 15.00 feet	
Food and Beverage					
Total F&B Minimum:	USD \$6,000.00	USD \$6,500.00	USD \$5,000.00	USD \$10,500.00	
Estimated Costs:					
Break - AM	USD \$5.00 Per Person (+Tax and Service)	USD \$20.00 Per Person (+Tax and Service)	USD \$15.00 Per Person (+Tax and Service)	USD \$20.00 Per Person (+Tax and Service)	
Break - PM	USD \$12.00 Per Person (+Tax and Service)	USD \$22.00 Per Person (+Tax and Service)	USD \$15.00 Per Person (+Tax and Service)	USD \$20.00 Per Person (+Tax and Service)	
Breakfast - Continental	USD \$17.00 Per Person (+Tax and Service)	USD \$30.00 Per Person (+Tax and Service)	USD \$32.00 Per Person (+Tax and Service)	USD \$35.00 Per Person (+Tax and Service)	
Lunch - Buffet	USD \$28.00 Per Person (+Tax and Service)	USD \$50.00 Per Person (+Tax and Service)	USD \$45.00 Per Person (+Tax and Service)	USD \$56.00 Per Person (+Tax and Service)	
Service Charge:	23.00%	24.00%	24.00%	24.00%	
Applicable Tax:	10.92%	11.17%	12.17%	10.17%	
Attachments		Fact Sheet		FACT SHEET SPG Pro Double Double	
Custom Questions					
Does your hotel currently have any meetings booked on these dates for competitors of our client including: XYZ Corp, or ABC123.com?	NO	NO	NO	NO	
What is the standard attrition rate provided in your booking contracts?	80%	80%	80%	80%	
What was the year of your most recent guest room renovation?	2014	2015	2013	2014	