

# Group Contract as of 11/5/19

## Tidal Waves Room Block



### Quality Inn & Suites

120 Lindsey Drive  
Hannibal, MO 63401  
(573) 221-4001  
(573) 248-0395  
gm.MO179@choicehotels.com

### Contract Information

Group Name: Tidal Waves Room Block      Group Account: 3901979  
Arrival Date: Friday, February 07, 2020  
Departure Date: Sunday, February 09, 2020  
Fixed Cut Off Date: Tuesday, January 07, 2020  
Company Name:      Group Contact: Jennifer, Kenney  
Address: ..      Email: jenken723@gmail.com  
.., ...      Telephone: (618) 520-4137

### Room Details

#### Room Block

	<u>FRI</u>	<u>SAT</u>
	2/7/20	2/8/20
NQQ - 2 Queen Beds, No Smoking	40	40
SNK - 1 King Bed, No Smoking, Suite	5	5

#### Group Rates

<u>Room Type</u>	<u>Date</u>	<u>Single</u>	<u>Double</u>	<u>Extra</u>	<u>Child</u>
NQQ - 2 Queen Beds, No Smoking	2/7/20 - 2/8/20	96.00	96.00	0.00	0.00
SNK - 1 King Bed, No Smoking, Suite	2/7/20 - 2/8/20	96.00	96.00	0.00	0.00

### Billing Information

#### Group Payment Type

GTD/Payment: GENERAL MANAGER  
#Error

#### Guest Payment Type

GTD/Payment: GENERAL MANAGER  
#Error

#### Charge Routing

Guests are responsible for all charges.

# Tidal Waves Room Block

## Contract Terms

### RESERVATION METHOD:

It is our understanding that reservations will be made via individuals calling in on own. Room and tax charges are to be the responsibility of each guest individually. Credit card will be required at the time reservation is made.

### CUT-OFF DATE:

The cut-off date for accepting reservations into this room block is 30 days prior to arrival. Reservations requests received after 12:00 a.m. local time at the Hotel on the cut-off date will be accepted on a space and rate availability basis. Failure to reserve rooms before the cut off date will not impact the enforce ability of the attrition or cancellation clauses.

**CONTRACT TERMS: GUARANTEE:** All details of functions are due 14 days prior to the function. Function attendance is due 10 days prior to arrival of function. You may continue to notify the hotel if the number goes up. However, the number can not decrease once guarantee is given. **ROOM BLOCKS** Room blocks are held until 1 month prior to your event. Upon the cut off date, your rooms will return to general population and the negotiated rate will **NO LONGER** be applicable to any reservations after that date. The Best Available Rate will be the rate offered to all guest after the cut off date. **\*\*Group Rooming list** must be submitted two weeks prior to event. Cancellation policy for Group Block reservation is 7 days prior to the arrival date. **DEPOSIT:** A non-refundable deposit is required to confirm all function space. This deposit will be credited to your bill for the event. All events, including those with direct billing privileges require a Credit Card Guarantee on the file to secure the event. If someone else is taking care of charges for the event, Hotel require a credit card authorization form signed and returned before the event. **ADDITIONAL FEES AND CHARGES:** All food and beverage charges shall be subject to a 20% gratuity but if group is having served meal, group will be charged 35% gratuity and sales tax of 8.35% is also applied to total bill. If your business or entity is tax exempt you are required to email or fax **TAX EXEMPT** form before the event. **PAYMENT:** Final payment is due in full 2 weeks prior to the event \*. Additional fees will be applied if additional food & Beverages are needed during the time of the event. Payments must be paid 2 weeks prior to the date of the event. Any additional cost incurred may be paid the day of the event additional guest, bar tab, etc. **FOOD & LIQUOR LAW:** No alcoholic beverages from outside sources may be brought into the hotel function room by the patron or attendees. No food or beverage items are to be removed from any banquet/meeting room. Leftover food from buffets or Alcohol from Bars may not leave the premises due to health and Liquor Law regulations. **Quality inn & Suites** will do all the catering for all event. **NO OUTSIDE** catering is allowed. **DECORATIONS:** Tape, nails, tacks, or staples are not permitted for hanging of banners, signs or pictures. Please consult with us as to the best manner in which to display such material. **SECURITY:** The hotel will not assume responsibility for the damage or loss of any merchandise or articles left in the hotel prior to or following the banquet or meeting. Arrangements for the security of exhibits, merchandise, or articles set up for display can be made prior to the schedule event. The hotel reserves the right to require security guards for selected groups. **BAR & LIQUOR SECURITY:** At the hotels discretion and your expense, an off duty law enforcement officer will be assigned to any function utilizing a bar set up for security purposes. **KEG BEER:** Is subject-to 20% gratuity and 8.35% tax. The number of kegs that you order is the number that you pay for whether they are tapped or not. According to State Laws, kegs can not be returned therefore there is not an option to have any kegs on reserve; in case you run out. Any kegs left over will not be handed out to the group patrons, will be responsible for the charges of the unused keg. **NO OUTSIDE ALCOHOL** will be allowed. You will get approximately 200 glasses of beer per keg. **FOOD & BEVERAGE:** The chef will prepare food for 5% above the guaranteed guest count. Children ages 4-12 will be charged half price or a separate children's menu can be provided. Food and beverage prices are subject to change. All sit-down menus are limited to no more then two entrees selections. **MUSIC & BAR EVENTS:** Due to noise and the satisfaction of our hotel guest, all music and bar sales including keg beer must cease at midnight. **EVENT CANCELLATION:** **\*\*Event** must be cancelled at least 30 days in advance, if you must cancel after this time you will be responsible for a \$500.00 cancellation fee for all meetings and \$1000.00 cancellation fee for all banquets. For all direct bill accounts if the deposit is not provided, it will be applied to direct bill account and will be credited towards the event. All dates are **TENTATIVE** for 72 hours without a Deposit or Signed Contract after that time, dates will be put back into general population. **CONTRACT PREPARED BY:** Liz Propst Thank you for Choosing Quality Inn & Suites as your Banquet and Meeting Venue. **Note:-** Please ensure all information is correct, Sign and date.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\*Contracts may be emailed to: salesmq2@gmail.com or faxed to 573-248-0395\*

\*\*\*Tax Exemption only applicable if Exemption letter is submitted with the contract\*\*\*

### Guarantee Policy

Your reservation has been placed on a Credit Card Only hold.

# Tidal Waves Room Block

## Cancellation Policy

Please cancel any group room reservations by 4 PM local hotel time, 2 days prior to arrival to avoid a cancellation penalty.

## Cancellation Penalty Notes

### Additional Information

Friday February 7, 2020 through Sunday February 9, 2020

Group blocked off 40 nonsmoking double queen rooms and 5 nonsmoking king suite rooms@ a rate of \$96 plus tax per night.

Guests will call, place reservations, and pay themselves.

The Cut Off Date: January 7, 2020, at this time any reservations not picked up will go back to the general population.

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**Guest Signature**

Date

**Hotel Representative**

Date