



RENAISSANCE®

TAMPA INTERNATIONAL PLAZA HOTEL

GROUP SALES AGREEMENT

****Please send all pages back, signed, to the attention of Michelle Dewett at (305) 913-9873****

DESCRIPTION OF GROUP AND EVENT

The following represents an agreement between Renaissance Tampa International Plaza Hotel, 4200 Jim Walter Boulevard, Tampa, FL, 33607-5778, (813) 877-9200 and Association of Florida Colleges.

ORGANIZATION: Association of Florida Colleges *Foundation*
 CONTACT: Name: Michael Brawer
 Job Title: Executive Director
 Street Address: 1725 Mahan Drive
 City, State, Postal Code: Tallahassee, FL, 32308
 Phone Number: (850) 567-3212
 E-mail Address: doug@dougryanconsulting.com

NAME OF EVENT: Association of Florida Colleges Reception
 REFERENCE #: M-BKYQJPH
 OFFICIAL PROGRAM DATES: Monday, 06/11/2018 - Monday, 06/11/2018

FUNCTION INFORMATION AGENDA/EVENT AGENDA

Based on the requirements outlined by Association of Florida Colleges, the Hotel has reserved the function space set forth on the below Function Information Agenda/Event Agenda.

Date	Day	Start	End	Function Type	Setup	#Ppl	Rental
06/11/2018	Monday	4:00 PM	6:00 PM	Set Up	Rounds of 10	60	\$350.00
06/11/2018	Monday	6:00 PM	7:00 PM	Reception	Cocktail Rounds	60	
06/11/2018	Monday	7:00 PM	9:00 PM	Dinner	Rounds of 10	60	

All meeting room, food and beverage, and related services are subject to applicable taxes (currently 7%) and service charge (currently 25%) in effect on the date(s) of the event.

DAMAGE TO FUNCTION SPACE

Association of Florida Colleges agrees to pay for any damage to the function space that occurs while Association of Florida Colleges is using it. Association of Florida Colleges will not be responsible, however, for ordinary wear and tear or for damage that it can show was caused by persons other than Association of Florida Colleges and its attendees.

MINIMUM BANQUET FOOD AND BEVERAGE REVENUE REQUIREMENT

Association of Florida Colleges agrees to a minimum banquet food and beverage revenue of \$4,000.00 exclusive of tax and service charge (the "Minimum Banquet Food and Beverage Revenue"). If the actual banquet food and beverage revenue is less than the Minimum Banquet Food and Beverage Revenue, the difference will be posted to the Master Account. Hotel will confirm the food and beverage prices 72 days prior to Association of Florida Colleges's arrival date.

OUTSIDE FOOD AND BEVERAGE POLICY

All food and beverages served at functions associated with the Event must be provided, prepared, and served by Hotel, and must be consumed on Hotel premises.

ADVANCE PAYMENT

An advance payment of \$1,305.00 will be required in order to hold arrangements on a definite basis. This advance payment is due on Monday, June 4th, 2018 and will be credited toward the Master Account.

CANCELLATION

Association of Florida Colleges agrees that if it cancels the meeting it will pay Hotel \$4,350.00 plus applicable taxes, within 30 days after cancellation as a reasonable estimate of the harm the cancellation will cause the Hotel. Hotel agrees that after receiving this payment, it will not seek additional damages.

METHOD OF PAYMENT

The method of payment of the Master Account will be established upon approval of Association of Florida Colleges's credit. If credit is approved, the outstanding balance of Association of Florida Colleges Master Account (less any advance deposits and exclusive of disputed charges) will be due and payable upon receipt of invoice.

Association of Florida Colleges will raise any disputed charge(s) within 30 days after receipt of the invoice. The Hotel will work with Association of Florida Colleges in resolving any such disputed charges, the payment of which will be due upon receipt of invoice after resolution of the dispute. If payment of any invoice is not received within thirty (30) days of the date on which it was due, Hotel will impose a finance charge at the rate of the lesser of 1-1/2% per month (18% annual rate) or the maximum allowed by law on the unpaid balance commencing on the invoice date.

Association of Florida Colleges has indicated that it has elected to use the following form of payment:

- Cash, money order, or other guaranteed form of payment
- Credit card (We accept all major credit cards)
- Company check or Electronic Funds Transfer
- _____ [agreed alternative]

Association of Florida Colleges may not change this form of payment.

In the event that credit is not approved, Association of Florida Colleges agrees to pay an advance deposit in an amount to be determined by the Hotel in its reasonable discretion, with the full amount due prior to the start of the group's event.

PAYMENT BY CREDIT CARD OR COMPANY CHECK

If Association of Florida Colleges wishes to pay any portion of its obligation by credit card or company check, the credit card information must be entered into our secure online web-site.

Prior to the execution of this agreement Association of Florida Colleges shall provide hotel with credit card authorization information. A Credit Card Information Request e-mail will be sent to the e-mail address provided by Association of Florida Colleges

This process must also be followed if direct billing has not been approved and the Master Account charges will be paid by credit card or company check.

Association of Florida Colleges agrees that the Hotel may charge to this credit card any payment as required under this Group Sales Agreement.

IMPOSSIBILITY

The performance of this Agreement is subject to termination without liability upon the occurrence of any circumstance beyond the control of either party – such as acts of God, war, acts of terrorism, government regulations, disaster, strikes, civil disorder, or curtailment of transportation facilities – to the extent that such circumstance makes it illegal or impossible for the Hotel to provide, or for groups in general to use, the Hotel facilities. The ability to terminate this Agreement without liability pursuant to this paragraph is conditioned upon delivery of written notice to the other party setting forth the basis for such termination as soon as reasonably practical - but in no event longer than ten (10) days - after learning of such basis.

COMPLIANCE WITH LAW

This Agreement is subject to all applicable federal, state, and local laws, including health and safety codes, alcoholic beverage control laws, disability laws, federal anti-terrorism laws and regulations, and the like. Hotel and Association of Florida Colleges agree to cooperate with each other to ensure compliance with such laws.

CHANGES, ADDITIONS, STIPULATIONS, OR LINING OUT

Any changes, additions, stipulations or deletions including corrective lining out by either Hotel or Association of Florida Colleges will not be considered agreed to or binding on the other unless such modifications have been initialed or otherwise approved in writing by the other.

LITIGATION EXPENSES

The parties agree that, in the event litigation relating to this Agreement is filed by either party, the non-prevailing party in such

litigation will pay the prevailing party's costs resulting from the litigation, including reasonable attorneys' fees.

DISPUTE RESOLUTION

In the event of dispute resolution, the non-prevailing party will pay the other's costs and attorney's fees.

LIQUOR LICENSE

Association of Florida Colleges understands that Hotel's liquor license requires that beverages only be dispensed by Hotel employees or bartenders. Alcoholic beverage service may be denied to those guests who appear to be intoxicated or are under age.

IN-HOUSE EQUIPMENT

Hotel will provide, at no charge, a reasonable amount of meeting equipment (for example, chairs, tables, chalkboards, etc.). These complimentary arrangements do not include special setups or extraordinary formats that would deplete Hotel's present in-house equipment to the point of requiring rental of an additional supply to accommodate Association of Florida Colleges's needs. If such special setups or extraordinary formats are requested, Hotel will present Association of Florida Colleges two (2) alternatives: (1) charging Association of Florida Colleges the rental cost for additional equipment, or (2) changing the extraordinary setup to a standard format, avoiding the additional cost.

UNATTENDED ITEMS/ADDITIONAL SECURITY

The Hotel cannot ensure the security of items left unattended in function rooms. Special arrangements may be made with the Hotel for securing a limited number of valuable items. If Association of Florida Colleges requires additional security with respect to such items or for any other reason, the Hotel will assist in making these arrangements. All security personnel to be utilized during the Event are subject to Hotel approval.

USE OF OUTSIDE VENDORS

If Association of Florida Colleges wishes to hire outside vendors to provide any goods or services at Hotel during the Event, Association of Florida Colleges must notify Hotel of the specific goods or services to be provided and provide sufficient advance notice to the Hotel so that the Hotel can (i) determine, in Hotel's sole discretion, whether such vendor must provide Hotel, in form and amount reasonably satisfactory to Hotel, an indemnification agreement and proof of adequate insurance, and (ii) approve, using reasonable judgment, the selection of the outside vendor and the goods or services to be provided by such outside vendor to Association of Florida Colleges, taking into consideration: (a) whether Hotel offers such goods and services; (b) the risk level posed by certain activities; and (c) the safety and well-being of guests at Hotel.

PERFORMANCE LICENSES

Association of Florida Colleges will be solely responsible for obtaining any necessary licenses or permission to perform, broadcast, transmit, or display any copyrighted works (including without limitation, music, audio, or video recordings, art, etc.) that Association of Florida Colleges may use or request to be used at the Hotel.

PARKING ARRANGEMENTS

The Renaissance Tampa International Plaza offers parking to our hotel guests. Currently the hotel offers complimentary self-parking and valet parking charges are \$23.00 overnight (exclusive of tax). Valet parking for visitors is \$9.00 (exclusive of tax).

SHIPPING/RECEIVING

Packages may be delivered to the Renaissance Tampa Hotel no more than five (5) business days prior to the event. The hotel allows a maximum of three (3) packages to be accepted for storage on a complimentary basis per group/event. Should your program require that more than three (3) packages be sent, a \$5.00 per small package (0 - 20 lbs.), \$10.00 per medium package (21 - 50 lbs.), \$15.00 per large package (51 lbs. and up) and \$50.00 per pallet fee will be assessed. These fees will be charged to the master account unless otherwise noted. To ensure proper delivery and storage, please include the following information on all shipping labels:

Ship To:

Renaissance Tampa Hotel International Plaza
4200 Jim Walter Blvd.
Tampa, Florida 33607

Hold For :

Name of Event Manager:

Name of Group or Event:

Date of Event:

Number of Packages (i.e. 1 of 2, 1 of 6)

Our Banquet Department will be delighted to assist you with the return shipment of your packages. All return shipments must be paid for using the client's account number or credit card number. No packages will be shipped using the hotel's account. Blank shipping labels are available for UPS, FEDEX, and DHL.

INTERNET CHARGES

The Renaissance Tampa International Plaza offers wired and wireless high-speed internet in all sleeping rooms. High Speed \$12.95 or Enhanced High Speed \$16.95 per day (exclusive of tax). Complimentary wireless access is available in all public space. Meeting Room Wireless Internet Access is shown below and pricing varies due to the amount of attendees. Wired Internet Access will be \$250.00 for the first line and \$50.00 for each additional line (exclusive of taxes and service charges).

Daily Wireless Internet Usage

PREMIUM*

(Media Streaming, media rich mobile apps and large file downloads)

< 25 Attendees	\$30/ per person per day (up to 12 Mbps)
26 – 50 Attendees	\$25/ per person per day (up to 18 Mbps)
51 – 100 Attendees	\$20/ per person per day (up to 30 Mbps)
101 + Attendees	We are happy to assess your meetings to develop a customized solution

BASIC*

(Email and simple web browsing)

< 25 Attendees	\$20/ per person per day (up to 12 Mbps)
26 – 50 Attendees	\$15/ per person per day (up to 18 Mbps)
51 – 100 Attendees	\$10/ per person per day (up to 30 Mbps)
101 + Attendees	We are happy to assess your meetings to develop a customized solution

*Bandwidth ranges are for the entire group and are not person

*All pricing is exclusive of applicable Sales Tax (currently 7%) and Taxable Service Charge (currently 25%)

COMPLIANCE WITH EQUAL OPPORTUNITY LAWS

This section describes Marriott's obligations as a U.S. federal contractor. It does not apply to customers that are not part of the U.S. federal government or using funds from the U.S. federal government for this contract.

Marriott shall comply with all applicable laws, statutes, rules, ordinances, codes, orders and regulations of all federal, state, local and other governmental and regulatory authorities and of all insurance bodies applicable to the Hotel premises in performing its obligations under this Agreement.

Marriott (referred to as "contractor" in this section) shall comply with Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Assistance Act, as amended, which are administered by the United States Department of Labor ("DOL"), Office of Federal Contract Compliance Programs ("OFCCP"). The equal employment opportunity clauses of the implementing regulations, including but not limited to 41 C.F.R. §§ 60.1-4, 60-300.5(a), and 60-741.5(a), are hereby incorporated by reference, with all relevant rules, regulations and orders pertaining thereto. **This contractor and subcontractor shall abide by the requirements of 41 C.F.R. §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.**

Marriott also shall comply with Executive Order 13496 and with all relevant rules, regulations and orders pertaining thereto, to the extent applicable. The employee notice clause and all other provisions of 29 C.F.R. Part 471, Appendix A to Subpart A, are hereby incorporated by reference.

To the extent applicable, Marriott shall include the provisions of this section in every subcontract or purchase order so that such provisions shall be binding upon each contractor, subcontractor or vendor performing services or providing materials relating to this Agreement and the services provided pursuant to the terms hereof.

REWARDS PROGRAM – QUALIFIED FOR REWARDING EVENTS

Approximately (10) business days after the conclusion of the Event (provided that the Event is not cancelled and Association of Florida Colleges 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 Association of Florida Colleges’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 Michael Brauer 920 832 615
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.

Consistent with the Rewarding Events program’s terms and conditions, Rewarding Events does not apply to:

- (i) Events booked by any government employee or official booking a government event (U.S. government event or non-U.S. government event, such as events for federal, state, local, provincial or territorial government agencies, foreign embassies and foreign consulates);
- (ii) any employee of a state-owned or state-controlled entity (“SOE”) booking an event on behalf of the SOE (such as events for a public university or a public pension fund); or
- (iii) for any other planner or intermediary when booking an event on behalf of a U.S. governmental entity or U.S. SOE.

Additionally, Rewarding Events only applies to events for groups whose own policies permit their employees or agents to receive Rewarding Events points.

MARRIOTT REWARDS ADDITIONAL INFORMATION

- Earn 3 points per every dollar spent OR 1 airlines mile per every dollar spent
- Dollar spent includes: overnight rooms, meeting room rental, audio visual and food & beverage revenue
- Maximum of 50,000 points per event

- The block must actualize with at least 10 rooms on one night to earn points or miles
- Points or miles are awarded to the contract signer and may be split by up to two people
- Residence Inn by Marriott and TownePlace Suites by Marriott do not participate

ACCEPTANCE

When presented by the Hotel to Association of Florida Colleges, this document is an invitation by the Hotel to Association of Florida Colleges to make an offer. Upon signature by Association of Florida Colleges, this document will be an offer by Association of Florida Colleges. Only upon signature of this document by all parties will this document constitute a binding agreement. Unless the Hotel otherwise notifies Association of Florida Colleges at any time prior to Association of Florida Colleges's execution of this document, the outlined format and dates will be held by the Hotel for Association of Florida Colleges on a first-option basis until **Tuesday, March 6th, 2018**. If Association of Florida Colleges cannot make a commitment prior to that date, this invitation to offer will revert to a second-option basis or, at the Hotel's option, the arrangements will be released, in which case neither party will have any further obligations.

Upon signature by both parties, Association of Florida Colleges and the Hotel shall have agreed to and executed this Agreement by their authorized representatives as of the dates indicated below.

Name: (Print) _____

Signature: *MB*

Title: (Print) _____

Date: 3/9/18

Approved and authorized by Hotel:

Name: (Print) Michelle Dewett

Signature: _____

Title: (Print) Sales Manager

Date: _____