



HILTON GARDEN INN – FAIRFIELD 2200 Gateway Ct Fairfield, CA 94533 Phone 707-426-6900 Fax 432-0290

SALES & CATERING PROPOSAL

Sept 21, 2007 Mr. Wayne Laessig 131 Saybrook Ave Vacaville, CA 95687 RE: VIETNAM VETERANS REUNION - 2009
Dear Mr. Laessig: Thank you for considering the Hilton Garden Inn – Fairfield for your 2009 event. To-date, our meeting room is available depending on your selected date. Listed below is some descriptive information in regard to the hotel terms and conditions, as follows:

GUEST ROOM RATES: The current published rates for the Hilton Garden Inn - Fairfield is: Single Occupancy: \$139.00 and Double Occupancy: \$169.00 Because of the number of guest rooms that you will be utilizing, we are **unable** to guarantee your room rate. We are pleased to extend a special group rate of **\$119.00 single or double for a maximum of 125 rooms (Friday and Saturday) nights with reduced rooms available on Thursday, Sunday, and Monday post event. The current state and local tax is 12%.**

COMPLIMENTARY ACCOMMODATIONS: The Hilton Garden Inn Fairfield will compliment one (1) complimentary deluxe room per night based on a pick-up of every fifty (50) guest rooms **and a Hospitality Suite for any duration thereafter.**

RESERVATION PROCEDURES: (Please check one below)

☐ We understand you will be providing us with a rooming list with the names of the attendees.

☐ We understand that individuals will be calling the hotel directly to make their own reservations.

☐ We understand you may require reservation cards. We will be happy to supply you with complimentary cards.

RESERVATION CUT-OFF DATE: We must receive all reservations no later than thirty (30) days prior to event date.

After this date, we will only be able to confirm reservations on a space available basis.

MEETING/BANQUET RESERVATIONS:

<u>DAY/DATE/TIMES</u>	<u>FUNCTION</u>	<u>R/RENTAL Per DAY</u>	<u>F&B/ per Person</u>
Thursday 8am	24 Hr. Hold Hootch in Travis + Hickam Room	\$400/per day	
Friday 8am	24 Hr. Hold Hootch	\$400/per day	
6pm-10pm	Hors D'Oeuvres Reception in Grand Ballroom	(orig. \$1,600 Waived)	\$30 Incls.
6pm-8pm	Serving Time <ul style="list-style-type: none"> Cheese & Fruit Displays Vegetable Crudite (5) Hot and (2) Cold Hors D'Oeuvres Chocolate Fountain with Strawberries, Cookies and Pretzels 		
NOTE: Hot and Cold entrees (TBD) as we can not guarantee food choices (2) years in advance. Hotel will provide wrist bands.			
Saturday 8am	24 Hr. Hold Hootch in Travis & Hickam	\$400/per day	
9am-11am	Ladies Breakfast Mtg in Half of Ballroom <ul style="list-style-type: none"> Scrambled Eggs Bacon and Sausage Potatoes Breakfast Pastries, Breads & Yogurt Whole Fruit (Orange, Apple, Bananas) Freshly Brewed Coffee and Juices 	(orig. \$800 Waived)	\$13.95++
9am-11am	Membership Meeting in Half of Ballroom <ul style="list-style-type: none"> Coffee, Orange Juice, Bloody Mary 	NOTE: Hotel will provide wrist bands. (orig. \$800.00 Waived)	\$7.50++
6pm-12am	Banquet (Dinner Buffet) in Grand Ballroom <ul style="list-style-type: none"> Salad Bar – (2) Hot Entrees Fresh Rolls and Butter Starch and Vegetables Coffee and Iced Tea 	NOTE: Hotel will provide wrist bands. (orig. \$1,600 Waived)	\$32 Incls.
Sunday 5pm	Farewell BBQ Buffet in Grand Ballroom <ul style="list-style-type: none"> Salad Bar – (3) BBQ Meat Items Baked Beans Corn Bread Corn on the Cob Fresh Rolls Freshly Brewed Coffee and Iced Tea 	(orig. \$1,600 Waived)	\$32 Incls.

PAYMENT ARRANGEMENTS: All deposits are non-refundable and will be applied towards your total food & beverage revenue. Final payment and guarantee is due no later than (3) business days prior to event date.

CATERING CANCELLATION POLICY: In the event of cancellation any time after (30) days to event date, we will require a cancellation fee of 25% total food and beverage revenue (Banquet). Please see attached Terms and Conditions.

LOCATION:

- Conveniently located off I-80 between San Francisco, Oakland and Sacramento.
- Only 15 mins. East of the Napa/Sonoma wine valleys with easy access to Six Flags/Marine World Theme Park, Napa and Vacaville Factory outlets.
- Amtrak rail service and Baylink Ferry service to San Francisco.
- Walking distance to Westfield Shopping Mall, Theaters and 120 Restaurants.
- Fairfield is home to Travis AFB, Anheuser Busch Brewery and Jelly Belly Candy Factory (tour available).

FACILITIES AND SERVICES: The Hilton Garden Inn Fairfield is a newly built hotel opened in 2002 and recently renovated, including our sleeping rooms (i.e., new beds, furniture, sheets, comforter, pillows, etc.)

• **Full Complimentary Breakfast**

- Over 6,000 sq. ft. of flexible function space to accommodate up to 400 guests.
- Complimentary wireless high speed internet access throughout the hotel and in all meeting rooms.
- 150 guest rooms (3 Jacuzzi Suites).
- Non-smoking rooms and accessible rooms available.
- On-site “Ahi’s Seafood and Chophouse Restaurant” serving breakfast, lunch and dinner.
- Evening room service.
- Pavilion Lounge.
- Heated outdoor pool and whirlpool.
- Workout facility and Stay Fit Kit available for check-out.
- 24-hour Pavilion Pantry convenience mart.
- Complimentary 24-hour business center.
- Complimentary outdoor parking.
- Valet and self-laundry available.

ACCEPTANCE If the above arrangements meet with your approval, please sign and fax back the signed copies to my attention including the Terms and Conditions. If I can be of further assistance, please do not hesitate to give us a call and I look forward to hearing from you soon.

Regards, AUTHORIZED REPRESENTATIVE –Vietnam Veterans Reunion

Name: _____ Date: _____

Doree Peralta

Catering Manager

Title: _____ Date: _____

Direct Line: 707-399-2447

Fax Number: 707-432-0290

Corey Boswell

Director of Sales and Catering