

## Booking Confirmation Agreement

Between

Crowne Plaza Hotel St. Louis Airport

And

AC-119 Gunship Association

Date: January 24, 2014

Group Contact: Everett Sprous  
PO Box 533  
De Soto,, MO 63020  
Phone # 314-221-7385

Official Meeting  
Dates: September 15, 2015- September 22, 2015

Guest Room  
Commitment:

	Tue 09/15	Wed 09/16	Thu 09/17	Fri 09/18	Sat 09/19	Sun 09/20	Mon 09/21
King Non-Smoking (1-7 floors)	4	10	30	55	60	30	5
Two Double Beds Non-Smoking (1-7 floors)	5	10	40	55	60	30	5

**Total Estimated Rooms: 400**

Guest Room Rates: The following discounted rates are confirmed to:

Room	Single Rate	Double Rate	Triple Rate	Quad Rate
King Non-Smoking (1-7 floors)	99	99	99	99
Two Double Beds Non-Smoking (1-7 floors)	99	99	99	99

**\*This special rate is non-commissionable, and subject to current taxes. Currently, the tax rate is 15.613% plus .85 cents per room night.**

**\*This rate includes a breakfast buffet for up to 2 people per room in Cloud's Restaurant. It does not include gratuity.**

**\*This rate is good for 3 days prior to your event and 3 days after your event.**

Cut-Off Date: All rooms reserved under your guest room commitment will be held until 8/22/2015 12:00:00 AM. After this date, the unused portion of your room block will be released for sale to the public. We will continue to accept reservations after the cut-off date on a space available basis only.

**Check-In Time:**

Check-in time is 3:00 p.m. Room assignments prior to that time are on availability basis only.

**Check-Out Time:**

Check-out time is 12:00 Noon.

**Reservation Method:**

Reservations will be made by Individual Call-in. If your guests are making their own reservations they need to call 314-291-6700 and request **reservations**.

**Cancellation Policy:**

Individual reservations must be cancelled by 6:00 PM the day of arrival in order to avoid charge as no show.

**Payment:**

The following is a list of the payment arrangements for your group:

Banquet Charges	Room and Tax
	Phone
	Restaurant
	Lounge
	Movies

**\*Payment for your banquet charges are due 3 days prior by credit card or 10 days prior with a check.**

**Schedule of Events:**

In addition to the outlined guest room commitment, we have also reserved your desired function space at the Crowne Plaza Hotel-St. Louis Airport according to the preliminary program listed below.

If you should anticipate any program revisions, please advise us as soon as possible so that we may block the appropriate space. Any new meeting space requirements subsequent to this original program shall be subject to space availability at the time of the request and subject to additional room charges. The Crowne Plaza Hotel-St. Louis Airport reserves the right to assign space based on final guarantees.

**Program:**

Date	Start Time	End Time	Function	Setup	Agmt	Room Rental
9/16/2015	8:00 AM	11:00 PM	Hospitality	See Diagram	100	
9/16/2015	8:00 AM	11:00 PM	Not a meal	See Diagram	50	
9/17/2015	8:00 AM	11:00 PM	Not a meal	See Diagram	50	
9/17/2015	8:00 AM	11:00 PM	Hospitality	See Diagram	100	
9/18/2015	8:00 AM	11:00 PM	Hospitality	See Diagram	100	
9/18/2015	8:00 AM	11:00 PM	Not a meal	See Diagram	50	
9/18/2015	6:00 PM	9:00 PM	Hors d' oeuvres	Cocktail Rounds	200	
9/19/2015	8:00 AM	11:00 PM	Not a meal	See Diagram	50	
9/19/2015	8:00 AM	11:00 PM	Hospitality	See Diagram	100	
9/19/2015	9:00 AM	11:00 AM	Meeting	Theatre	125	
9/19/2015	6:00 PM	11:00 PM	Dinner	Rounds of 10	200	
9/20/2015	8:00 AM	11:00 PM	Hospitality	See Diagram	100	
9/20/2015	8:00 AM	11:00 PM	Not a meal	See Diagram	50	
9/20/2015	6:00 PM	9:00 PM	Dinner Buffet	Rounds of 10	100	

**\*All banquet food and hosted beverage charges are subject to a 23% service charge and applicable sales tax. All room rental charges are subject to a 23% facility fee and applicable sales tax. All audio visual charges are subject to a 23% event technology fee and applicable sales tax. The current sales tax is 8.363%.**

**\*An \$11,000 food and beverage minimum will be required to hold your ballroom space on Friday, Saturday, and Sunday evening. If that is not met, the hotel has the right to reduce your space.**

#### **Concessions:**

- This rate includes complimentary parking, wi-fi, and airport shuttle
- Your hospitality room is complimentary and you are able to bring in your own food and beverage.
- A marble paperweight with the Arch and Year engraved on a brass plate will be given to each couple on the night of your banquet
- A complimentary one-hour wine and cheese reception will be held on a night agreeable to both your group and the hotel
- 1 per 40 comp on consumed sleeping rooms, to be used by the planners

#### **Cancellation Policy:**

Five months to two months prior to function the group will pay \$2,875, which is 25% of total estimated bill.

Two months to thirty-one days prior to function the group will pay \$5,750, which is 50% of total estimated bill.

Thirty days or less prior to function the group will pay \$11,500 or 100% of total estimated bill.

**Should your event cancel within 24 hours of group arrival the cancellation fee will be subject to a 23% service charge and applicable sales tax.**

In the event the hotel is able to resell the cancelled space for another Food and Beverage Function, the penalty will be reduced by the same amount of Food and Beverage generated from that function .

#### **Conference Sales:**

Prior to your scheduled meeting, a representative from Our Conference Sales Department will be contacting you regarding your specific set-up requirements and menu selections. The Conference Sales Manager will be your primary contact for the duration of your meeting.

#### **Food and Beverage:**

If you have a specific item in mind that does not appear on Menus or an outlined budget you must adhere to, our Catering Department would be more than happy to work with you to create something special to meet your group's needs. Banquet Event Orders will be done separately from this agreement.

#### **Promotional Materials:**

Nothing shall be posted on, nailed, screwed, or otherwise attached to columns, walls, floors or other parts of the building or furniture. Anything in connection therewith necessary or proper for the

protection of the building, equipment or furniture will be at the expense of AC 119 Gunship Association.

**Posters & Signs:**

Any signs, posters or similar items the client has to post or put on any meeting room wall or hotel wall are to be approved only by the Hotel staff. Any damage caused by such action will result in a charge directly to the client responsible for the unapproved posting of items.

**Shipping & Receiving:**

Our Package Room (Shipping & Receiving) provides storage, pick-up and transfer of materials (less than 200 lbs.) from any internal location within our hotel.

**Conditions of Acceptance:**

1. The Hotel shall not be liable for non-performance of this contract when such nonperformance is attributable to labor disputes or strikes, accidents, government (Federal, State, Municipal) regulations of (or restrictions upon) travel or transportation, non-availability of food or beverages, riots, national emergencies, acts of God and other causes whether enumerated herein or not, which are beyond the reasonable control of the Hotel, preventing or interfering with the Hotel's performance.
2. Acknowledgement of responsibility.
  - a. Organization agrees that it will not do anything outside the rented premises which will adversely affect the use and enjoyment of the remaining premises by Hotel's guests not associated with the Organization and/or Event.
  - b. Organization agrees that it will use the premises which it has rented in a manner that does not create any risk of harm to members of the Organization, the organization's guests or other Hotel guests not connected with the Organization and/or Event.
  - c. Organization recognizes and agrees that it will conduct its affairs related to the Event reasonably and responsibly. Further, Organization agrees to be solely liable and responsible for its conduct which causes injury to any members of the Organization, its guests or other Hotel guests not connected with the Organization and/or Event.
3. Indemnification  
 The Organization shall be solely liable and shall indemnify Hotel for any claims for personal injury brought by any member of the Organization, guests of the Organization or guests of the Hotel for personal injury arising out of or related to Organization's use of, or activities in, the premises and/or Event. The Organization agrees to indemnify and hold Hotel harmless for any and all liability for such personal injury. Further, Organization shall be solely liable for any damage to Hotel's property or Organization's property resulting from acts of members or guests of the Organization occurring in or upon Hotel's premises.

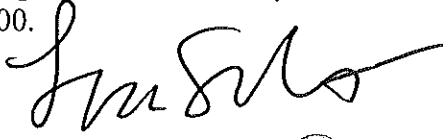
All of the above facilities and services are being held tentatively on a first option basis.

If we are contacted by another client who is interested in your dates and is in a position to confirm their program on a definite basis prior to your option date, we will contact you to ask for your confirmation dates.

If the above arrangement meets with your approval, please sign and return by fax the enclosed copy by or before **March 7, 2014.**

If you have any questions, or if I may be of further assistance to you, please feel free to call me at (314) 291-6700.

Submitted by: \_\_\_\_\_

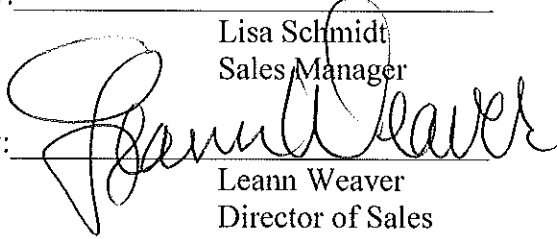


Lisa Schmidt  
Sales Manager

1.26.2014

DATE

Approved by: \_\_\_\_\_



Leann Weaver  
Director of Sales

1/24/14

DATE

Accepted by: \_\_\_\_\_

Everett Sprous

DATE