

BOOKING CONFIRMATION AGREEMENT

Date: January 9, 2015
Organization: AC 119 Gun Ships
Name: Gus Sininger
Address: 742 Mayflower Ave
City: Fort Walton Beach, FL 32547

REVISED 1/9/15

Phone: 8508652634
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Function: AC 119 Gun Ships

Arrival Date: Tuesday, October 25, 2016
Departure Date: Monday, October 31, 2016

Thank you for selecting the Ramada Plaza Beach Resort. We are a first class, full service property offering your guests a complete beachfront resort. A signed copy of this agreement is due by February 6, 2015. A deposit in the amount of \$500.00 will be due on February 6, 2015.

GROUP ROOMS CUTOFF DATES

The Ramada Plaza Beach Resort agrees to hold the following rooms until September 27, 2016. On this date, the hotel will release the unused portion of the group rooms and open them for general sale. Reservations may be made after this date based upon availability. We have the option to secure accommodations elsewhere, if your guests exceed the established number of group rooms.

		Standard	Courtyard	Pool View	Beach Front	Total Rooms
Tuesday	10-25-15	\$99	\$109	\$119	\$129	5
Wednesday	10-26-16	\$99	\$109	\$119	\$129	10
Thursday	10-27-16	\$99	\$109	\$119	\$129	15
Friday	10-28-16	\$99	\$109	\$119	\$129	70
Saturday	10-29-16	\$99	\$109	\$119	\$129	70
Sunday	10-30-16	\$99	\$109	\$119	\$129	15

Group room rates are valid for up to two adults per room and are subject to state and local taxes, which currently total eleven percent. Children under the age of 18 that are staying with their parents are free. A charge of \$20.00 plus tax will apply for each additional adult with a maximum of four persons per room.

GUEST ROOM CHARGES

It is understood that each individual will be responsible for their room, tax and incidental charges. An advance deposit is required to guarantee each reservation. Payment for incidentals will be established at check in, unless otherwise noted. Please advise your guests that payment at checkout should be in the form of credit card, cash or Travelers checks as personal checks will not be accepted for final payment.

METHOD OF RESERVATION

Individually – Reservations may be made by calling 800-874-8962. Please advise your guests to state their affiliation with your group to receive credit toward your group rooms and your negotiated rate. Reservations should be made by September 27, 2016.

All reservations must be guaranteed either by the master account, cashier's checks, money order or approved credit card. Personal checks will be accepted only for advance deposits received three (3) weeks prior to arrival, unless otherwise noted. Credit cards will be charged immediately. Individual reservations may be canceled without penalty up to 24 hours prior to the date of arrival. Reservations canceled after that date will forfeit the first night's room deposit.

METHOD OF PAYMENT

Food, Beverage, & Meeting Room Rental – Total amount due must be paid two weeks prior to event.

SCHEDULE OF EVENTS

Date	Time	Event	Function Space	Setup Style	Att.	Rental Rev.
10-26-16	12:00 PM – 11:59 PM	Hospitality	Oasis	Hospitality	10	\$0
10-27-16	08:00 AM-11:59 PM	Hospitality	Oasis	Hospitality	150	\$0
10-28-16	08:00 AM-11:59 PM	Hospitality	Oasis	Hospitality	150	\$0
	05:00 PM-10:00 PM	Meet & Greet	Empire	Reception	190	\$0
10-29-16	08:00 AM-11:59 PM	Hospitality	Oasis	Hospitality	150	\$0
	08:00 AM-12:00 PM	Women's Meeting	Forum	Classroom	50	\$0
	08:00 AM-12:00 PM	Men's Meeting	Ambassador	Classroom	100	\$0
	05:00 PM-10:00 PM	Banquet	Empire	Banquet	200	\$0
	05:00 PM-10:00 PM	Buffet	Forum	Banquet	220	\$0
10-30-16	08:00 AM-11:59 PM	Hospitality	Oasis	Hospitality	150	\$0
	05:00 PM-10:00 PM	Banquet	Courtyard	Existing Setup	150	\$0

ADDITIONAL AGREEMENTS

- Ramada agrees to provide 2 breakfast vouchers included with each Room Reservation. Ramada also agrees to provide 1 comp room for every 30 room nights booked.
- Ramada agrees to allow AC 119 Gun Ships to utilize the Oasis (Hospitality) Room until 11:59 PM, provided there is 20 people or less past 10 PM.

TAX EXEMPT STATUS

If your group is tax exempt, we are required to have a copy of your Florida State sales tax exemption certificate on file in our office.

CANCELLATION CLAUSE

In the event of cancellation of a definite booking, we would like to be notified in writing sixty (60) days prior to the commencement of your function. If a cancellation should occur after that date, the first night's deposit will be forfeited.

It is agreed that the performance of this agreement is subject to any matter or condition beyond reasonable control of either party including, but not limited to, acts of God, war, fire, disaster, strikes, civil disorder, or any other emergency making it impossible to provide facilities or hold meeting. This agreement may be terminated without penalty by either party on written notice for any one or more of the foregoing reasons.

Proposed by: _____ Date: _____

**Veronica Clark
Sales Manager**

Agreed and Accepted by: _____ Date: _____

**Gus Sininger
AC 119 Gun Ships**

RAMADA PLAZA BEACH RESORT CATERING POLICIES AND PROCEDURES

Thank you for allowing us to host your upcoming function. Our catering coordinator will be in touch with you as your function nears to complete all meeting and banquet details. The following are policies, procedures and guidelines required by our property:

MENUS: Our current menus are enclosed. Any variations must have management approval and may be subject to additional pricing and/or guarantee requirements. All menu selections must be submitted a minimum of 3 weeks prior to your function. All food and beverage prices are subject to gratuity and (current) sales tax. Prices are subject to change until your menu selection is received and prices confirmed.

We do not offer any food tastings.

GUARANTEES: The catering department must be notified 3 working days prior to your function as to the number of guests served. Should notification not be given, the guarantee will become the number of guests originally indicated on the banquet event order and you will be charged accordingly. The count is not subject to reduction after this time. The hotel will be prepared to serve a minimum of 5% over the guaranteed number. In the event that the number of your guests exceeds the guaranteed number you gave us, your account will be billed for these additional guests. Due to health regulations, food must not be removed from the hotel.

FUNCTION ROOM RENTAL: Function room rental is based on the complete agenda provided at the time of booking. Should revisions be required, rental fees will be adjusted accordingly.

FUNCTION ROOM: Your group will be assigned function space based upon the information given at the time of booking. Should the numbers and/or requirements change, **THE RAMADA PLAZA BEACH RESORT RESERVES THE RIGHT TO MOVE YOUR GROUP TO A DIFFERENT ROOM IF NECESSARY.** You must comply with all pre-arranged arrival and departure times as other groups may be scheduled in the function room. Should last minute changes be requested, you may be subject to labor surcharges. All of our electrical outlets are standard 20 amps per room. For additional power supply, 50 amp distribution panels are available at a charge of \$100 per unit per day.

ADVANCE SETUP AND DISMANTLE: Please check with the catering office to verify availability and fees.

AUDIO VISUAL EQUIPMENT: Requirements may be arranged through the catering office on a rental basis or you may provide your own equipment. Please inform our catering office a minimum of 3 weeks prior to your function as to your needs.

EQUIPMENT STORAGE: Storage of equipment or supplies must be coordinated with our catering office at least 2 weeks prior to your event. The following information should be included on all packages: a) Name of Group b) Meeting Contact c) Hold for Arrival – Date of function. You are responsible for the return of all packages. Receiving and shipping charges may apply for large quantities or storage or storage of more than 2 weeks. The Ramada Plaza Beach Resort may not be held liable for any damages due to shipping, receiving or storage.

OUTSIDE FOOD: Due to Health Department regulations, the Ramada Plaza Beach Resort must provide all food consumed in meeting rooms. The group may not bring food and/or beverages into meeting rooms.

MUSIC RESTRICTIONS: Restrictions apply to all live and amplified music. Please contact Catering Sales Manager for more information prior to reserving your entertainment.

BEVERAGE SERVICES: As a liquor license holder in the State of Florida, we are held responsible for the administration of the sales and service of alcoholic beverages in accordance with the laws. All alcoholic beverages consumed in public areas must be provided by the hotel and must remain in the designated area. We reserve the right to refuse service to anyone appearing intoxicated and all guests must be of legal drinking age.

. Gus Sininger
AC 119 Gun Ships

OUTSIDE FOOD AND CATERING IS NOT PERMITTED!

RAMADA PLAZA BEACH RESORT SPECIAL SERVICES

Just in case you missed it in the catering policies and procedures, we would like to reiterate the Special Services Policy.

SPECIAL SERVICES: Decorations, displays, hanging banners, poster boards, and flip chart pages intended for display in the banquet or hospitality rooms may not be affixed or adhered to any door, wall or ceiling without exception. Please consult with the catering department if you require decoration time and additional aids for the display of your materials. Upon approval, the hotel will coordinate the display of banners or decorations. A service fee may apply.

Please pass this along to the on-site person to insure awareness of this policy.

Should the policy not be adhered to, the client will be responsible for any and all damages incurred at the discretion of the hotel.

Easels and other display items may be obtained from a rental agency through the catering department.

I have read and agree with the above policy.

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HOSPITALITY AGREEMENT

Thank you for selecting us as the site for your event. To better serve you, the following is a list of our policies and guidelines for the operation of hospitality areas.

POLICIES/GUIDELINES ON FOOD:

Hospitality areas are designed for you to bring your own light snacks and beverages. Light/dry snacks such as chips, nuts, or pretzels are permitted. Outside catering is not permitted. This includes sandwich trays, cheese trays, hamburgers and pizza. On-site catering, through our Sales Department, is available. The Ramada Plaza Beach Resort does not provide any paper products for you event; however, they may be purchased through our Catering Department.

POLICIES/GUIDELINES ON BEVERAGES:

Beverages are not to be given to other guests in the hotel. Beverages may not be brought into any outlet. As a liquor license holder in the State of Florida, we are held responsible for the service of alcoholic beverages in accordance with the law. All alcoholic beverages consumed in public areas must remain in the designated area. We reserve the right to refuse service to anyone appearing intoxicated. All guests must be of legal drinking age. We reserve the right to close any hospitality area which is in violation of the local liquor laws or interferes with any other guests' enjoyment, safety or is a liability to the Ramada Plaza Beach Resort. Keg beer is not allowed unless properly contained in the hospitality area. Glasses or bottles are not allowed outside the hospitality area. We do not provide cups, stirrers, garnish or ice. These items may be purchased through our Catering Department. Ice machines in the resort are for guestroom use. Hospitality ice must be purchased from the catering department. Barrels of ice are available for \$20.

POLICIES/GUIDELINES ON ENTERTAINMENT:

All live entertainment must be approved prior to booking. The Ramada Plaza Beach Resort has the right to discontinue the hospitality because of excessive noise or infraction of the policies/guidelines. Hospitalities are not to exceed 11:00pm.

The Oasis deck is used for guest entertainment on occasion; therefore, we must maintain access. The Ramada Plaza Beach Resort must be fully aware of all activity taking place in the hospitality room or suites, such as: posters, signage, entertainment, decorations and hours of operation.

Will you have guests not registered in the hotel? Yes _____ No _____

Anticipated hospitality hours: From: _____ To: _____

Anticipated hospitality food and beverage: _____

. Gus Sininger
AC 119 Gun Ships

MENU:

Meet & Greet Friday.... Home Style (Dinner) Buffet Option @ \$25 plus 21% gratuity

Fried Fish

Beef Tips w/ Butter boodles

Scalloped potatoes

Banana Pudding

Coffee & Tea

Saturday Night Banquet.... \$33 plus 21% gratuity

Mixed Green Salad w/ Croutons & Italian Dressing

2 Veggie Plates (Max up to 5)

2 Meat Options: Cordon Blue & 7oz. NY Strip

Twice Baked Potato

Vegetable Medley

Peach Cobbler

Pre-set Tea

Coffee

Sunday Night Courtyard Dinner... (Modified) Western BBQ Dinner Buffet Option @ \$28 plus 21% gratuity

BBQ Chicken

PICK ONE: BBQ Baby Back Ribs OR Fried Catfish

Corn on the Cobb

Baked Beans

Fresh Cucumber & Tomato Salad

Mixed Green Salad w/ 2 dressings

Home Style Coleslaw

Red Bliss Potato Salad

Texas Toast

Pecan Brownies

Coffee & Tea

**Kids Ages 4-10 half priced buffet option OR Chickens Chicken Tender Plate \$9.95 plus 21% gratuity

Chicken Tenders

French Fries

Peaches

Sprite

***Corkage fee & Wine allowance: We do allow **ONE** Red & **ONE** White regular size wine bottle per table to be brought in for a \$10 corkage fee plus 21% gratuity per bottle.