



Sean Haynes <s.a.haynes@ieee.org>

IEEE SOUTHCOAST CONFERENCE - APRIL 2020 - 700 PERSONS

Groups Department (MBJRH) <groups@hiresortjamaica.com>

Fri, Mar 31, 2017 at 5:08 PM

To: "Dunbar, Carol (MBJRH)" <carol.dunbar@hiresortjamaica.com>, Myrtle Dwyer <myrtle@glamourdmc.com>

Cc: "groupevents@glamourdmc.com" <groupevents@glamourdmc.com>, Sean Haynes <s.a.haynes@ieee.org>, "Groups Department (MBJRH)" <groups@hiresortjamaica.com>

Dear Ms. Dwyer,

We are delighted that you have considered the **Holiday Inn Resort Montego Bay** for the Institute of Electrical and Electronics Engineers group arriving April 17, 2020.

In relation to room rates, please see below for your perusal:

April 17, 2020			
Minimum length of stay: 3 nights			
Travel Period:	Minimum number of rooms: 10		
ROOM TYPE	SINGLE/DOUBLE	TRIPLE	QUAD
Standard/Garden View	\$247	\$341	\$434
Superior/Ocean View	\$262	\$356	\$450
Deluxe/Ocean Front	\$284	\$378	\$472
Junior Suite	\$333	\$427	\$521

The above rates are quoted in United States Dollars per room/night, and are inclusive of government tax, service charge, wireless internet, all meals, beverages and non-motorized water sports. Room tax of US \$4 per room per night additional. Rates offered for groups of a minimum of 10 guaranteed rooms. All rates quoted are net non-commissionable. All rooms hold up to 4 persons. Suite rates available that sleeps up to 4 persons. All room categories come with either two double beds or king bed with sofa bed. Rollaway beds come at no additional charge and can be requested subject to availability. Check in is at 3:00 pm and check-out at 11:00 am. We do not do airfares.

GROUP CONCESSIONS (based on 15 rooms)

- Welcome fruit punch on arrival
- Welcome Sign

- Priority Check-in (if group arrives together)
- Complimentary use of meeting space, subject to payment of applicable energy surcharge
- Complimentary standard room (up to double occupancy) for every 15 paid rooms guaranteed or fully paid for (max. of 3)
- One (2) In-Room Welcome Amenities packages for Group Leader/VIP: Two bottles of water and fruit plate upon arrival
- One (2) complimentary upgrade to Superior category for Group Leader/VIP
- Children 0 – 12 years stay free with two accompanying adults (maximum 2 per room)

CONDITIONS

Based on the nature of the group discount, written acceptance is required within 7 days of quotation. **Please note that this is not a group block; hence no rooms are being held for your group.** Once acceptance is received in writing a group contract will be sent within 24 hours of receipt which will outline payment schedule. A non-refundable deposit of US \$1,000 (for blocking 10 – 20 rooms) of US \$50 per room blocked (for blocking more than 20 rooms) will be required to guarantee the group upon signing the group contract and the group block will be made with the number of rooms required. The non-refundable group deposit will be allocated to the group's final payment.

CONFERENCE FACILITIES

In regards to conference facilities, a meeting room is available and would be complimentary subject to the payment of the applicable energy surcharge. Dinner menus and audiovisual equipment are available at an additional cost based on your selection. Wireless Internet is available right throughout the property at no additional cost. We look forward to your decision based on the options provided so a quotation can be drafted.

A complete group sales contract will be provided once the details are finalized.

Please do not hesitate to contact us if there are questions or concerns as we look forward to working with you and your group.

Kind regards,



Tomeika Flemmings | Group Sales Executive
Email: groups@hiresortjamaica.com

Hotel Telephone: (876)953-2485

Ext.243

Hotel Fax: (876) 940-2486

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From: Dunbar, Carol (MBJRH)
Sent: Friday, March 31, 2017 1:40 PM
To: Myrtle Dwyer
Cc: groupevents@glamourdmc.com; 'Sean Haynes'; Groups Department (MBJRH)
Subject: RE: IEEE SOUTHCOAST CONFERENCE - APRIL 2020 - 700 PERSONS

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