

NEW SALES LEAD

Williamsburg Tourism Council
Address: 421 North Boundary Street P.O. Box 3495 Williamsburg, VA 23185 USA
Phone: 757.253.2313

Created: 12/09/2021
Response Due Date: **12/15/2021**
Decision Date: 01/14/2022
From: Julia Smyth-Young, Sales Director -- (757) 253-2313, julia.smyth-young@visitwilliamsburg.com

Lead ID: **3995**
Organization: The ESOP Association
Market Segment: Association
Meeting: TEA 2022 Mid Atlantic Chapter Fall Conference
Contact: Stephanie Studds

Company: Spargo Inc.
Address: 11208 Waples Mill Rd. #112

Fairfax, VA 22030
Phone: (703) 631-6200
Fax:
E-Mail: stephanie.studds@spargoinc.com

MEETING REQUIREMENTS

Requested Dates: 09/26/2022 to 09/27/2022
Meeting Dates: 09/27/2022 to 09/27/2022
Alternate Dates: 09/28/2022 to 09/28/2022
09/29/2022 to 09/29/2022

ROOMS FORECAST

Room Attendance: 33
Requested Rooms: 33
Requested Peak: 30

	Mon, 09/26/22	Tue, 09/27/22	Wed, 09/28/22	Thu, 09/29/22	Fri, 09/30/22	Sat, 10/01/22	Sun, 10/02/22
Requested Rooms	3	30					

COMPETITION

Williamsburg is the preferred location.

NOTES

Meeting Requirements:

Any (Run of House)
 Mon, Sep 26, 2022, 3
 Tue, Sep 27, 2022, 30

Check-In Date: Mon, Sep 26, 2022

Total Room Nights: 33

Peak Room Nights: 30

Additional Information: (2) Staff rooms

Schedule of Events:

Tue, Sep 27, 2022
 11:00 AM - 5:00 PM Registration: (2) 6x3 tables Flow on 24-hour Hold
 11:00 AM - 5:00 PM Display Tables: (8) 6x3 tables Flow on 24-hour Hold
 12:00 PM - 5:00 PM Round table: U shape - basic AV required U-Shape 30 people
 5:30 PM - 7:00 PM Reception 40 people
 Wed, Sep 28, 2022
 7:00 AM - 5:00 PM Registration: (2) 6x3 tables Flow on 24-hour Hold
 7:00 AM - 5:00 PM Display Tables: (8) 6x3 tables Flow on 24-hour Hold
 8:00 AM - 9:00 AM Breakfast Buffet for 100 people Flow
 9:00 AM - 9:45 AM Opening Session, Basic AV required, Rounds, 100 people
 9:00 AM - 5:00 PM Concurrent Session #1 Basic AV required Rounds 30 people
 9:00 AM - 5:00 PM Concurrent Session #2 Basic AV required Rounds 30 people
 9:00 AM - 5:00 PM Concurrent Session #3 Basic AV required Rounds 30 people
 9:00 AM - 5:00 PM Concurrent Session #4 Basic AV required Rounds 30 people

12:00 PM - 1:30 PM Luncheon Buffet, Rounds 100 people

AV Requirements: GS can be reused as long as time allows for refresh

Additional Information: Please be sure to add meeting room names in the proposal, and this is an essential piece for the client when considering bids.

TEA prefers to use its contract shell as a starting point, and this will speed along the signing time.

Concessions: Please be sure to address the requested concession on the proposal, as this is evaluated when reviewing bids. If the specific request cannot be accommodated, what can the hotel offer

- ~ Complimentary WiFi in meeting space
 - ~ waived meeting room rental with F&B spend
 - ~ 15% AV discount
 - ~15% F&B discount
 - ~ waived resort fee (if applicable)
 - ~ (2) Staff rooms at a discounted rate over event dates
 - ~ 3 week cut off date
-

Billing Information: Direct billing - no deposits. TEA has history and has been DB-approved with most major brands.

Comments:

Optional destination opportunity is also posted in CVENT.

An ESOP is a retirement plan—but also a way of living and running a company. For insights on both technical and cultural aspects of these plans—which provide benefits to employee-owners, the company, the community, and exiting owners—and links to additional resources, see our web page titled What is an ESOP?

<https://esopassociation.org/>

Rates commissionable at 10%

Action Requested:

Please email proposals to Stephanie Studds and copy Julia Smyth-Young on correspondence.