

**NEW SALES LEAD**

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

**Created:** 06/10/2021  
**Response Due Date:** **06/11/2021**  
**Decision Date:** 06/22/2021  
**From:** Julia Smyth-Young, Sales Director -- (757) 253-2313, [julia.smyth-young@visitwilliamsburg.com](mailto:julia.smyth-young@visitwilliamsburg.com)

**Lead ID:** **3952**  
**Organization:** Aria Travel Service  
**Market Segment:** State Government  
**Meeting:** 2021 Training IPGC  
**Contact:** Lorna Forde  
President and CEO  
**Company:** Aria Travel Service  
**Address:** 13017 Wisteria Drive  
#203

Germantown, MD 20874  
**Phone:** (301) 250-0944  
**Fax:**  
**E-Mail:**

**MEETING REQUIREMENTS**

**Requested Dates:** 09/12/2021 to 09/17/2021  
**Meeting Dates:** 09/12/2021 to 09/17/2021  
**Alternate Dates:** to  
to

**ROOMS FORECAST**

**Room Attendance:** 60  
**Requested Rooms:** 300  
**Requested Peak:** 60

	Sun, 09/12/21	Mon, 09/13/21	Tue, 09/14/21	Wed, 09/15/21	Thu, 09/16/21	Fri, 09/17/21	Sat, 09/18/21
<b>Requested Rooms</b>	60	60	60	60	60		

### COMPETITION

Newport News and Gloucester

### NOTES

**Schedule of Events:**

Sunday, September 12, 2021 - Thursday, September 16, 2021: (24-hour hold )

8:00 AM - 9:00 AM: Conference Registration, 12 ft. registration table, ice, water, and glasses, 2 display easels, wastebasket and four chairs, 60 ppl on flow

7:30 AM - 8:30 AM: Breakfast Buffet, 60 people

12:30 PM - 1:30 PM: Lunch, 60 people

8:00 AM - 9:00 AM: Concessions/Breaks

Note: Coffee/tea and refreshments breaks throughout the program, billed on a consumption basis

8:00 AM - 9:00 AM: Hospitality Suite, 60 people, Flow

Note: Room must be suitable for after hour hospitality each night, tables/chairs for 60 people, glasses, bowls, ice

Monday, September 13, 2021:

8:00 AM - 5:00 PM: General Session, 60 ppl, C/R

Note: Requires head table with microphones to measure 12 feet in length, 6 chairs, podium, A/V set for PowerPoint/video viewing

Tuesday, September 14, 2021:

9:00 AM - 5:00 PM: 3 Breakout Sessions, 25 people, C/R

Thursday, September 16, 2021:

6:00 PM - 9:00 PM: Dinner, 70 people, Rounds

Friday, September 17, 2021:

7:00 AM -8:30 AM: Breakfast, 60 people, Rounds

8:00 AM - 12:00 PM: General Session, 60 people, C/R

**Comments:**

Confidential Government group. Requests commissionable per diem rates. Contract signed in Williamsburg. Please send proposals to Lorna and copy Julia Smyth-Young.