

**NEW SALES LEAD**

Williamsburg Tourism Council

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

Phone: 757.253.2313

**Date:** June 08 2021  
**Created By:** Julia Smyth-Young  
**Response Due Date:** 06/18/2021  
**Decision Date:** 09/15/2021

**Organization:** League of Women Voters  
**Meeting:** Annual Meeting  
**Contact:** Sudie Watkins  
President  
**Address:** PO Box 1086

**Phone:** Williamsburg, VA 23187  
(757) 784-4634  
**E-Mail:** [lwwapresident@gmail.com](mailto:lwwapresident@gmail.com)

**MEETING REQUIREMENTS**

**Requested Dates:** 06/02/2023 to 06/04/2023  
**Meeting Dates:** 06/02/2023 to 06/04/2023  
**Alternate Dates:** to  
to

**ROOMS FORECAST**

**Room Attendance:** 50  
**Requested Rooms:** 85

**Requested Peak:**

50

	Fri, 06/02/23	Sat, 06/03/23	Sun, 06/04/23	Mon, 06/05/23	Tue, 06/06/23	Wed, 06/07/23	Thu, 06/08/23
<b>Requested Rooms</b>	35	50					

**Required Space:****R&B Requirements:****Requirements/concessions:**

<b>NOTES</b>
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**Meeting Requirements:**

Friday, June 2, 2023:

4:00 PM - 7:00 PM: Registration

Saturday, June 3, 2023:

8:00 AM - 9:00 AM: Breakfast for 125 people, Rounds

9:00 AM -5:00 PM: General Session for 125 people, Classroom

11:00 AM - 5:00 PM: 3 Breakout Rooms, 40 people, Classroom

12:30 PM - 1:30 PM: Lunch, 125 people, Rounds

6:00 PM - 6:45 PM: Reception, 125 people, Flow

7:00 PM - 9:00 PM: Dinner, 125 people, Rounds

Sunday, June 4, 2023:

Continental Breakfast, 75 people

**Schedule of Events:**

Friday - Registration and possible Welcome Reception on Flow

Saturday - Breakfast, General Session, Breakouts, Lunch and Dinner

Sunday - Continental Breakfast

**Comments:**

The group may require a hybrid component for the meeting and requests information and pricing.

**Action Requested:**

Please respond directly to Sudie Watkins and copy Julia Smyth-Young.