

# Residence INN<sup>®</sup>

BY MARRIOTT

ARLINGTON BALLSTON

## Residence Inn by Marriott Arlington Ballston Group Sales Agreement

650 N. Quincy Street, Arlington, VA 22203  
 Telephone Number: (703) 310-1999 Fax Number: (703) 310-1998

Date: **Thursday, August 4, 2022**

The following represents an agreement between the Residence Inn by Marriott Arlington Ballston (Hotel) and **Showtime Basketball Tours** (Organization) and outlines specific conditions and services to be provided.

Contact: **Zoe Cant**  
 Telephone: **(773) 312-3522**  
 Email: **zoe@showtimebasketball.com**

Name of Event: **Showtime Basketball Tours**  
 Official Program Dates: **Saturday, December 3, 2022 – Saturday, December 10, 2022**

**SLEEPING ROOM REQUIREMENTS**

The Hotel agrees that it will provide the following room types and quantities, at the rates indicated:

*Room Block & Rate Information:*

	Sat 12/03/2022		Sun 12/04/2022		Mon 12/05/2022		Tue 12/06/2022		Wed 12/07/2022	
	Rooms	Rate	Rooms	Rate	Rooms	Rate	Rooms	Rate	Rooms	Rate
One Bedroom Queen/Queen Suite	2		2		2		2		2	
Two Bedroom Suite	8		8		8		8		8	
	Thu 12/08/2022		Fri 12/09/2022							
	Rooms	Rate	Rooms	Rate						
One Bedroom Queen/Queen Suite	2	\$	2							
Two Bedroom Suite	8	\$	8							

- Room rate includes breakfast each morning.
- Rates are subject to applicable state and local taxes (currently 14.25%) in effect at the time of check-in.
- Rates are net/non-commissionable.

Hotel check-in time is 3:00 pm and checkout time is 12:00 pm. All requests for early arrival and late departure will be based upon availability. Guests staying in their rooms beyond checkout time without Hotel authorization will be charged all applicable Hotel room charges and fees.

**PARKING**

There is a \$25.00 per day charge for on-site Hotel parking.

**RESERVATION METHOD**

Reservations for the group will be made by **Rooming List**.

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**Rooming List:** The Group will make reservations by way of the enclosed rooming list or a rooming list satisfactory to the Hotel. These reservations must be received by **Thursday, November 3, 2022**. Any changes to the rooming list should be directed to the Hotel in writing.

## GUARANTEED RESERVATIONS

All reservations must be guaranteed with a major credit card or an authorized Direct Bill account. *The Hotel will not hold a reservation unless it is secured by one of the above methods.*

## BILLING ARRANGEMENTS: *Please select*

The following billing arrangements will apply to sleeping rooms:

- Individual to pay all charges
- Room and tax to Master Bill, incidentals to be paid by individual
- All charges to Master Bill (Direct Bill approval pending)

## CUT-OFF DATE

Reservations for the attendees must be received on or before the close of business on **Thursday, November 3, 2022**, (the "Cut-off Date"). At the Cut-off date, Hotel will review the reservation pick up for the Event, release the unreserved rooms into general sale, and determine if the hotel can accept reservations based on a space and rate availability basis. Reservations made after the Cut-off date will be subject to the prevailing Hotel rates at the time of the booking. Reservations for group members made after the Cut-off date and utilized during your Event dates will be attributed to the group's room block provided such reservations can be identified.

## MINIMUMS

The group agrees the "Estimated Contracted Revenue" is;

Estimated Room "contracted" Revenue	217,150.00
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- Rates are subject to applicable state and local taxes (currently 14.25%)

## CANCELLATION OF GROUP

**Sports** agrees that if it cancels the contract prior to 60 days of arrival no penalty shall be assessed. If it cancels 30 days prior to arrival, it will pay Hotel 50% of the estimated contracted revenue. If it cancels less than 30 days to arrival it will pay the hotel 100% of the estimated contracted revenue at the time of signing the contract plus applicable taxes, within 30 days after cancellation as a reasonable estimate of the harm the cancellation will cause the Hotel. Hotel agrees that after receiving this payment, it will not seek additional damages.

## ATTRITION

This agreement is based in part upon the group's usage of 70 total room nights. For any room reduction and/or actualization in excess of fifteen percent (15%) of this number, the group shall pay the hotel the difference between the actual usage of rooms and the eighty-five (85%) of the 70 total room nights. guarantee is given, Hotel will prepare and charge for the highest estimated number given at the time of contract was signed. We always prepare to service 5% above the guarantee.

## TAX EXEMPTION

All Virginia Sales tax will be removed at the conclusion of the event, if paying with government credit card with correct sequence of numbers. If your organization is Virginia State tax exempt, please submit your ST-10 VA Tax exemption form listing your VA state tax exemption number.

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## DEPOSITS

A 25% Deposit will be due with signed contract. Remaining estimated balance will be due 4 days prior to arrival, or based on payment schedule listed.

## PACKAGES

The Hotel shall accept and hold up to 5 packages on the Group's behalf starting five (5) business days before your function. This service is provided by the Hotel free of charge for a reasonable number of packages (up to 5), as a courtesy to you; provided that the Hotel reserves the right to impose storage charge with prior notice to you in the event the number of packages exceeds reasonable limits. The Hotel cannot be responsible for any damage to or loss of packages (or their contents) held on your behalf for your function.

## FORCE MAJEURE

The performance of this Agreement is subject to termination without liability upon the occurrence of any circumstance beyond the control of either party – such as acts of God, war, acts of terrorism, government regulations, disaster, strikes, civil disorder, or curtailment of transportation facilities – to the extent that such circumstance makes it illegal or impossible for the Hotel to provide, or for groups in general to use, the Hotel facilities. The ability to terminate this Agreement without liability pursuant to this paragraph is conditioned upon delivery of written notice to the other party setting forth the basis for such termination as soon as reasonably practical - but in no event longer than ten (10) days - after learning of such basis.

## WALK CLAUSE

No guaranteed reservations will be walked. If the Hotel fails to provide a sleeping room to an attendee holding a guaranteed reservation, the Hotel shall provide to each such attendee the following, as liquidated damages and not as a penalty, for each night that the attendee is not accommodated by the Hotel:

- a. A complimentary sleeping room at a comparable property as close as possible.
- b. Free transportation to and from the substitute hotel, as needed.
- c. The hotel will make the necessary arrangements for the displaced guest's telephone messages and mail to ensure that they are properly forwarded.
- d. Any rooms walked will be included in the Hotel's counts for complimentary room credits and will be honored by the Hotel should relocation of any attendee be inevitable.

## RENOVATION CLAUSE

The hotel shall promptly notify Group of any construction or remodeling to be performed in the hotel over the meeting dates and the Hotel shall use all reasonable efforts to ensure that any such occurrence shall not interfere in any way with the group's use of the hotel. Should construction or remodeling be mutually determined to interfere with the group's meeting, and mutually agreed that the hotel cannot satisfy concerns within 30 days of notification, Group shall have the right to terminate this contract without liability with written notice to Hotel as long as such notice is given within 30 days of the Group's receipt of notice of such construction or remodeling.

## ACCEPTANCE

Prior to execution by both parties, this document represents an offer by the Hotel. Unless the Hotel otherwise notifies the Organization at any time prior to the Organizations execution of this document, the outlined format and dates will be held by the Hotel for the group on a first option basis until **Thursday, August 11, 2022.**

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If the Organization cannot make a commitment prior to that date, the arrangements will be released without notice, in which case neither party will have any further obligations. Upon receipt by Hotel of a signed version of this Agreement prior to the **Thursday, August 11, 2022**, the Event will be placed on a definite basis and this Agreement will be binding between Hotel and the Organization.

IN WITNESS WHEREOF and intending to be legally bound hereby, Hotel and the Organization, through their authorized representatives, have executed this Agreement as of the date(s) indicated below.

ORGANIZATION: Sports  
Name: Zoe Cant  
Title: Tour Coordinator  
Signature: \_\_\_\_\_ Date: Aug 8, 2022

HOTEL: Residence Inn Arlington Ballston  
Sales Contact: Michelle Harrison  
Title: Assistant Director of Sales and Marketing  
Signature: \_\_\_\_\_ Date: Aug 8, 2022