

National Council of Corvette Clubs, Inc.
Meeting Site Proposal form (updated 5/20/17)

Hotel:

Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Hotel Phone: _____

Direct Phone: _____

Fax: _____

Contact Person: _____

Title: _____

Procedure:

- This proposal will cover a **three** year period beginning the year _____ through year _____.
- Completed proposal(s) for meeting location changes shall be submitted to the current NCCC Business Manager no later than the last regularly scheduled business meeting of the calendar year prior to the year the meeting location will be voted on. I.e. Proposal received no later than the 2016 Nov. Governors Meeting so proposals can be reviewed and negotiated and presented to the Governors at the October 2017 Governors meeting . The Governors will then do an electronic ballot vote between October and November 2017 to approve a new three year contract to begin January 2019.
- Proposal(s) received by the NCCC Business Manager will be presented and reviewed by the Finance Committee.

- The proposal(s) received and review will be presented at the October meeting to the Board of Governors by the Business Manager. I.e. October 2017 per the above example.

Meeting Information:

Meeting name: National Council of Corvette Clubs, Inc. – Governors’ Meeting

Meeting dates: 1st Year 2nd Year 3rd Year

1st Meeting:

2nd Meeting:

3rd Meeting:

4th Meeting:

Meeting Space Requirements:

Space will be provided: _____ Complimentary or Charge
(define cost)

Friday Night: Time period (approx.) 6PM-1AM for six meeting rooms & 6PM-2AM for 1 hospitality room as follows:

4 meeting rooms, 16-18 people with conference table style seating

4 meeting rooms, 12 people with conference table style seating

1 hospitality suite, 50 people with round tables 6PM-2AM. Beer, Soft drinks, food, & service can be provided by NCCC in hospitality room.

Saturday AM:

1 meeting room, 14-16 people with conference table style seating

2 meeting rooms, 16-18 people with conference table style seating

3 meeting rooms, 12 people with conference table style seating

Saturday PM:

1 Board Meeting room for 160 people with classroom style seating, from 12:30 to 5:00 PM, with head table for 15, on riser with podium and microphone.

2 portable microphones on floor stands in front part of audience.

**1 hospitality suite, 50 people with round tables 6PM-2AM. Beer,
Note: Check if soft drinks, food, & service can be provided by NCCC in hospitality room.**

Sleeping Accommodations:

Room block pattern: Friday night 80 rooms, Saturday night 35-45 rooms

Room rates:	1st Year	2nd Year	3rd Year
Doubles			
King			
Suites			

Applicable Tax Rate:_____

Comp room Policy: One to two complimentary suites for 2 nights for each event.

Audiovisual:

Equipment needed: American Flag, riser to accommodate 15, podium with microphone, and two floor microphones on stands.

Other:

Identify all other discounts, promotions, etc. which the hotel can provide to NCCC during this period, such as:

For example:

- Complimentary Shuttle to & from airport daily between 6:30 AM and 11:00 PM every half hour automatically. Special 5:30 AM airport run on Sunday morning as requested.**
- Private hotel van transportation provide complimentary on Saturday evening , NCCC to provide gratuity for driver.**

- **Catering discounts- 10% discount**
- **Complimentary parking both garage and surface lots**
Complimentary Internet in Guestrooms
- **10% discount on In House AV, Complimentary podium, microphone and American Flag provided for the General Session room.**
- **Hotel to provide a complimentary Appreciation Reception at least once per year with open bar and hot and cold appetizers for two hours one evening during the February meeting.**
- **Hotel points provided.**
- **In lieu of Welcome amenities for the VIP's identified, the group prefers to receive Saturday full breakfast coupons.**