



VIRGINIA BEACH RESORT HOTEL
& Conference Center

February 24, 2016

Ms. Barbara Teague
P.O. Box 406
Richmond, VA 23218

**RE: House and Senate Agriculture Retreat
September 12 - 13, 2016**

Dear Ms. Teague:

The Virginia Beach Resort Hotel and Conference Center (VBRHCC) is pleased to confirm the following arrangements on behalf of the House and Senate Agriculture Retreat on a tentative basis.

Sleeping Rooms and Rates

Single	
9/12/2016	30

Room	Single Rate	Double Rate	Triple Rate	Quad Rate
Run of House	\$96	\$96	\$106	\$116

Cumulative Room Block Reserved:

~~30~~ 35

Room rates are quoted exclusive of local taxes and fees.

Quoted rates will be offered, based on availability, to your attendees 3 days before and 3 days after the above dates.

The aforementioned rates are non-commissionable.

Sleeping Rooms and Rates (Continued)

All lodging rates are subject to the prevailing Virginia state sales tax, which is currently 14% plus an additional city tax of \$1.00 per night for lodging taxes and city fees are subject to change. Lodging rates are taxable in Virginia unless the federal government pays the hotel directly via a purchase order, "Smart Pay" MasterCard or VISA IMPAC Card.

Check-in time is 4:00 p.m. Check-out time is 11:00 a.m. All rooms not vacated by 11:00 a.m. will be billed half day's room rental. After 4:00 p.m., a full day's rate will be charged.

The sleeping rooms listed above will be considered definite commitments upon signing of this agreement by both parties. The persons signing below agree that they are authorized representatives of the above indicated group and Hotel who have authority to enter this contract. This agreement and the terms and conditions may not be changed or amended unless done so in writing and signed by both parties.

Baggage Hold

If you anticipate a large number of early arrivals, or if due to program requirements your attendees must remain in their meetings past 11:00 a.m. on your departure day, arrangements must be made through our Sales Office to establish an appropriate baggage hold area.

Reservations

Reservations will be a rooming list made no later than **Monday, August 15, 2016**. On that date, the hotel will release the unused portion of your room block for resale. Reservation requests made following the cut-off date will be honored on a rate and space availability basis.

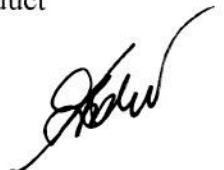
Credit and Billing Arrangements

Guests are responsible for own charges - room, tax and incidentals.

Indemnity

To the extent permitted by law, you agree to protect, indemnify, defend and hold harmless the Hotel, and the Owner, and their respective employees and agents against all claims, losses or damages to persons or property, governmental charges or fines, and costs (including reasonable attorney's fees), arising out or connected with your accommodations, except those claims arising out of sole negligence or willful misconduct of the hotel.

Initial and Date: _____



Force Majeure

Neither party shall be responsible for failure to perform this contract if circumstances beyond their control, including, but not limited to acts of God, shortage of commodities or supplies to be furnished by the Hotel, governmental authority, or war in the United States make it illegal or impossible for the Hotel to hold the event.


If you are in agreement with the arrangements outlined above and on the preceding pages, kindly so indicate by signing and returning the enclosed copy of this letter on or before **Monday, March 7, 2016**, at which time all arrangements will be considered definite. If the letter is not received by this date, the hotel reserves the right to release any or all of the space mentioned in this document.

It has been my pleasure making these arrangements for you and the House and Senate Agriculture Retreat. We look forward to being of service to you. I will contact you within the week to answer any questions you may have.

The undersigned certifies that he/she is the Clerk of the House
(Position)
for the House and Senate Agriculture Retreat and is duly authorized to execute this agreement on its behalf.

Cheryl Wolfe
Director of Catering
Virginia Beach Resort Hotel and Conference Center

Date


~~Ms. Barbara Teague~~ **G. PAUL NARDO**
House and Senate Agriculture Retreat

22 March 2016
Date

BMK
Enclosure

Initial and Date: _____