

CRITERIA FOR SUBMITTING A JWV CONVENTION PROPOSAL

DATES: Between July 1 and mid-September, avoiding the High Holidays, Sunday thru Thursday evening.

ROOM COST:

- The negotiated rate should be valid for 3 nights prior to the convention start date (Thursday, Friday, and Saturday) and also for 1 or 2 nights after the close (Friday and Saturday)
- Saturday night: 8 rooms
- Sunday night: 55 rooms
- Monday thru Thursday nights: 55 rooms
- Comp. rooms as follows:
- 1 Presidential Suite Sunday thru Friday
- 2 1 Bedroom Suites Thursday thru Friday
- 1 Standard Upgraded Room Friday thru Friday
- 1 Standard King Room Friday thru Friday
- 2 staff rooms Saturday thru Friday for office staff
- Meeting rooms what is available? Need floor plan.
- Cancellation policy.
- Percentage of reserved rooms we need to satisfy and release date.

DINING:

- What restaurants are available on the property?
- Capacities
- What discounts are available?
- There will be a banquet on Thursday night for 90 120 people.

TRANSPORTATION:

- What parking is available on the property and is there a charge?
- If there is a charge, what discount is available?
- Need 6 Comp parking spaces.
- What is the nearest airport and distance?
- What transportation, if any, is available to the airport?
- What kind of public transportation is available?

TOURISM: Please provide a brief summary of the city sights or points of interest for the city being proposed

Thank you.

Alan D. Paley PNC - National Convention Chair

