



GROUP BLOCK SALES AGREEMENT

The following represents an agreement between Oxford Suites Chico and [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM]:

Name: Elizabeth Hogan
DAVIS HIGH SCHOOL FIELD HOCKEY TEAM/Organization: [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM]

[DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] Room Block Detail

The Hotel agrees that it will provide, and [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] agrees that it will be responsible for utilizing 7 room nights (“Total Room Nights”) as follows:

Date	Day	Rates	Double Queen
11/1/2019	Friday	\$125	7

The above guest room rates do not include guest room tax currently at 12.195% per night. Standard fees for early check-in and early departure may apply.

Commission: Group room rates listed above are non-commissionable.

Method of Reservations: Reservations can be made by submitting a rooming list to the hotel via email to haileyb@oxfordsuites.com or fax at (530) 899-9476, Attention: Hailey Bartlett.

All reservations are due by Monday, 10/25/2019, after which rooms that are not reserved will be returned to general inventory and the discounted group rate will no longer be offered. After that date, reservations for your attendees will be accepted based on availability and standard rates apply.

Cancellation: All reservations must be accompanied by a first night room deposit, or guarantee with a major credit card or by [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] pre-approved direct bill. Hotel will not hold any reservations unless secured by one of the above methods.

Individual reservations must be cancelled no later than Hotel’s standard cancellation policy prior to intended arrival in order to avoid cancellation charges. Please advise [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] guests to secure a cancellation number from our reservations agent or we cannot guarantee a credit will be issued.

Guests who check-out prior to their scheduled departure date will be charged one night room and tax along with any additional charges accrued during their stay. Guests may adjust their departure date at check-in without penalty. Total Room Nights within the [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] group block will be adjusted against the original room night commitment.

Check-In/Check-Out: Rooms are available for check-in after 4:00pm; check-out is 11:00 am.

Attrition Clause: Hotel is relying upon [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] use of 7 Total Room Nights. [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] agrees that a loss will be incurred by Hotel should there be a reduction greater than 20% in Total Room Nights actually used.

Should the room nights actually used by [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] be less than 80% of the Total Room Nights, [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] agrees to pay the difference between 80% of the Total Room Nights and [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM]'s actual usage of rooms, multiplied by the average group room rate plus applicable lodging taxes (currently 12.195%) in effect at time of check-in.

Advertising and Printing: Any advertising, or printed material, prepared for the function using the words "Oxford Suites" or "Oxford Suites Chico" must be approved by hotel management prior to the publication or announcement. The use of any hotel telephone number on publication or advertising is prohibited without prior approval of hotel management.

Changes, Additions, Stipulations, or Lining Out: Any changes, additions, stipulations or deletions including corrective lining out by either Hotel or [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] will not be considered agreed to or binding unless such modifications have been approved in writing by the other in the form of a contract or addendum provided by the hotel.

Cancellation Clause: [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] agrees to provide Hotel with written notice of any decision to cancel or abandon its use of the Total Room Nights within five (5) days of such decision. [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] acknowledges that a Cancellation would constitute a breach of [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM]'s obligation to Hotel and Hotel would be harmed. If a cancellation occurs, the parties agree that:

- a) It would be difficult to determine Hotel actual harm; and
- b) \$825.00 estimates Hotel harm for cancellations and establishes "Total Anticipated Revenue" for this event; and
- c) In the event of a cancellation, the following schedule applies for responsibility as liquidated damages:
 - Date of Cancellation
 - Return of Signed Agreement to 90 Days prior to arrival = 50% Total Anticipated Revenue
 - 89-30 Days prior to arrival = 75% Total Anticipated Revenue
 - 29 Days prior to arrival = 100% Total Anticipated Revenue

[DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] therefore agrees to pay Hotel, within thirty (30) days after any cancellation, as liquidated damages and not as a penalty, the amount indicated according to the schedule above. Provided that [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] timely notifies Hotel of cancellation and timely pays the above listed damages, Hotel agrees not to seek additional damages from [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] relating to cancellation.

Payment by Credit Card or Pre-Approved Direct Bill: The below form must be completed prior to execution of this Agreement. A credit card authorization is required with the signed contract to hold space.

CREDIT CARD AUTHORIZATION

Credit Card Type: _____

Credit Card Number: _____

Expiration Date: _____

Name on Card: _____

(Please Print)

(Signature - Same as name on card)

(Printed Name)

(Date)

(Daytime Telephone Number)

Billing address of cardholder:

Please initial the appropriate charge application below.

___ *Guarantee all charges per the Agreement to my credit card. Bill my card for all charges.

___ *Guarantee all charges per the Agreement to my credit card. Bill Direct Bill for all charges.

For all charges to be paid via an approved direct bill account with the Hotel, [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] agrees that the master account will be fully paid by DAVIS HIGH SCHOOL FIELD HOCKEY TEAM or certified check 30 days after receipt of the bill. In the event that charges are disputed, all undisputed amounts will be paid within 30 days.

ACCEPTANCE: Prior to execution by both parties, this document represents an offer by the hotel. Unless the hotel otherwise notifies [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] prior to execution of this document, the outlined format and dates will be held by the hotel for [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] on a first-option basis until 10/21/2019. If [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] cannot make a commitment prior to that date, the offer will revert to a second option basis or, at the hotel's option, the arrangement will be released, in which case neither party will have any further obligations. Upon receipt by hotel of a fully executed version of this agreement prior to 10/21/2019, or upon hotel's acceptance of a fully executed version of this Agreement after such date, it will be placed on a definite basis and will be binding upon hotel and [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM].

Hotel and [DAVIS HIGH SCHOOL FIELD HOCKEY TEAM] have agreed to and have executed the Agreement by their authorized representatives as of the dates indicated below.

SIGNATURES

Approved and authorized by
[DAVIS HIGH SCHOOL FIELD HOCKEY TEAM]:

Approved and authorized by Hotel:

Name:

Name: Hailey Bartlett

Title:

Title: Sales Coordinator

Signature:

Signature:

Date:

Date:
