



Holiday Inn KCI Airport & KCI Expo Center

11728 NW Ambassador Drive

Kansas City, MO 64153

(816) 801-8400

www.holidayinn.com/kciairport

www.kciexpo.com



BOOKING CONTRACT

Prepared:	April 25, 2017	Sales Manager:	Candyce Smith
Group Name:	Libertarian National Committee	Sales Phone:	(816) 841-1935
Booked By:	Robert S. Kraus	Sales Fax:	(816) 891-7696
Contract Due:	5/9/2017	Arrival Date:	August 17, 2017
Address:	1444 Duke Street Alexandria, Virginia 22314	E-Mail: Phone:	Operations@LP.org 202.333.0008

Libertarian National Committee and Holiday Inn KCI and KCI Expo Center agree that once this contract is accepted, Libertarian National Committee will hold event booking and/or guest rooms at the Holiday Inn KCI and/or KCI Expo Center (%Holiday Inn KCI and Expo Center+).

CONCESSIONS

Discounted sleeping room rate which includes one complimentary breakfast buffet daily.
Meeting room rental reduced by 75% with Food and Beverage Minimum of \$750.00
Hosted wine and beer reception Friday night for one hour
3 IHG Business Rewards for every \$1.00 spent on the Master account.

MEETING DATES AND GUEST ROOM BLOCK

Once this contract is accepted, we will remove from our inventory and consider the following room nights sold to (Libertarian National Committee) for your use pursuant to the following arrival and departure pattern:

	Single	Double
Thu 08/17	2	0
Fri 08/18	10	3
Sat 08/19	10	3
Sun 08/20	4	2
Mon 08/21	3	1

GUEST ROOM RATES AND ROOM BLOCK COMMITMENT

Guest room rate is based on the group using and paying for 100% of the contracted room block. In the event group does not use and pay for (27 room nights) (70%) of the contracted room block, the difference of the actualized room nights and 70% minimum will be charged to the groups master account as Room Block Attrition. In addition to attrition, all contracted concessions will be forfeited: Discounted sleeping room rate which includes one complimentary breakfast buffet daily. Meeting room rental reduced by 75% with Food and Beverage Minimum of \$1000.00. Hosted wine and beer reception Friday night for one hour.
3 IHG Business Rewards for every \$1.00 spent on the Master account.

Room rates quoted are subject to tax, which is currently 16.225%, plus a taxable \$1.50 per room per night mandatory Kansas City Arena Fee. Your group rates will be honored for your attendees three (3) days before group arrival and three (3) days after group departure based on availability. **Your negotiated group rate includes one complimentary breakfast buffet coupon daily for a King and two coupons for a Double.** The Holiday Inn Kids Eat Free program is not valid on group room rates.

Room	Rate
Single	\$110.00
Double	\$120.00

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RESERVATION PROCEDURE

Guest Direct: Your block will be established for individual guest call in. Please advise your guests to call our reservations department directly at 1-866-617-6369 and identify themselves with the Libertarian National Committee block. Reservations made after 7/17/2017 are accepted based on room type and group rate availability. Reservations cannot be accepted without a credit card or advanced deposit. **After your cut-off date, all room nights remaining in your group block will be released back into general inventory and will be deemed to be room nights which your group will not use, and are subject to the attrition provisions of 70% block responsibility.** Guest room attrition will be billed to your master account.

GUEST ROOM CHARGES

Guest Responsibility: Your guest room block is established for individual pay. All reservations require a credit card to make a reservation and provide a confirmation number. Should any individual fail to show for their reservation, or cancel after 6:00pm on scheduled day of arrival, first night's room and tax will be posted to the credit card number provided on the reservation.

CHECK-IN / CHECK-OUT

Guest accommodations will be available at 4:00 pm on arrival day and reserved until 12:00 noon on departure day. Guests wishing special consideration for early check in should inquire at front desk on the day of arrival.

FOOD & BEVERAGE / MEETING REQUIREMENTS

Date	Start Time	End Time	Function	Room	Setup	Agr	Room Rental
Friday 8/18/2017	8:00 AM	5:00 PM	Meeting	Missouri Ballroom	See Diagram	30	100.00
	12:00 PM	1:00 PM	Lunch	Grand Ballroom Foyer	Rounds	30	
	6:00 PM	7:00 PM	*Reception	Missouri Ballroom	Existing		
Saturday 8/19/2017	8:00 AM	3:00 PM	Meeting	Missouri Ballroom	See Diagram	30	100.00
	12:00 PM	1:00 PM	Lunch	Grand Ballroom Foyer	Rounds	30	

***Hosted wine and beer reception for one hour in the MO Ballroom.**

Food and Beverage Minimum

Based on the program provided, your required food and beverage minimum will be \$750.00 (exclusive). In the event the minimum food and beverage is not met by the conclusion of the event, the difference of the actualized food and beverage and the food and beverage minimum will be charged to the master account as meeting room rental.

Printed menu prices are subject to change. Banquet food and beverage prices cannot be guaranteed more than 90 days prior to the scheduled event. **All-** Room rental, banquet food, beverage, audio visual, and miscellaneous charges are subject to applicable 20% service charges, and state and local taxes. Outside food & beverage is not permitted in meeting or exhibit spaces. A \$600.00 per incident fee will be applied to your master account and could result in removal of Group from property with no refunds.

A Banquet Event Order will be prepared and presented to you by our Convention Services Manager outlining the details of your room set up, agenda, food and beverage, audio visual, and other details of your program. **Details should be provided to Convention Services Manager 3 weeks prior to your program date with menu selections. Final guarantee of attendance and food & beverage services are due no less than 4 business days prior to start date.** Failure to provide a guarantee will result in group guarantee being the original number program contracted for. Should we not receive these documents when due, we reserve the right to use your program from your last meeting if previously booked at the Holiday Inn KCI or Expo Center, so long as it does not exceed the parameters of the schedule of events below.


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Nothing in these documents will be construed to waive or alter the rooms and food and beverage revenue requirements set forth in this contract. The Hotel reserves the right to make reasonable substitutions in meeting and banquet rooms and/or menu selections. The Group without the Hotel's prior approval may not disseminate diagrams and identification of the Hotel's meeting space to be used for your meeting. Should your program grow in size and need additional meeting space, additional meeting room rental will apply. If group makes changes to room set up within 24 hours of start date, a \$250.00 room set fee will apply. Your program pricing is based on the agenda as stated above. Should group guarantee less than 80% of contracted attendees for meal functions, remove meal functions, or shorten program, room rental fees will increase. If Group shall occupy any portion of the contracted meeting space beyond the contract times, Group agrees to pay an additional fee \$159.00 (with a 4-hour minimum) per hour, per room, as additional room rental.

ROOM BLOCK AND SERVICES COMMITMENT

In the event of a group cancellation of this contract, liquidated damages will apply according to the chart below, with the amount of liquidated damages determined by the Date of Cancellation. These liquidated damages will be posted to your Master Account and shall be due within ten business days of your date of cancellation. Cancellation is based on guest room block, meeting room rental, food, beverage, audio visual, gate, and miscellaneous revenue. Cancellation must be in writing and date based on business day received. Actual revenue will be based upon confirmed Banquet Event Orders and guest room revenue.

In the event Group should cancel or Managing Agent should cancel event due to non-receipt of scheduled payments, cancellation penalties will apply as follows:

Cancellation penalties are based on the estimated revenue amount of: \$3,000.00

60-119 days prior to arrival date:	60% of estimated revenue
30-59 days prior to arrival date:	80% of estimated revenue
29 or less days prior to arrival date:	100% of estimated or actual revenue, whichever is greater

GUEST TRANSFERS

The Holiday Inn KCI Airport provides complimentary transfers for registered hotel guests within a five-mile radius of the hotel. Group transportation requests should be arranged at least 4 business days prior to arrival and will be scheduled based on currently reserved transportation requests.

BILLING PROCEDURES

Card Authorization: Your event has been approved for payment with your completed and returned credit card authorization with this signed contract. Your credit card charges will be based on the following schedule.

Master account estimate charged to credit card 10 days prior to event date
Final master account / remaining balance billed to credit card on final event day

AUDIO-VISUAL EQUIPMENT

Image Technologies, our contracted Audio Visual company, will provide all audio visual related services used in the Holiday Inn KCI and KCI Expo Center. A representative will be assigned to assist with the audio visual and product details of your meeting. Use of any outside vendor or equipment requires prior written approval of the Holiday Inn KCI and KCI Expo Center's General Manager, and will be subject to a service charge based on the Holiday Inn KCI and Expo Center's published rental value of the equipment. Your Audio Visual provider must contact our Convention Services Manager within 10 days of contracting to receive Holiday Inn KCI and KCI Expo Center audio visual guidelines and policies. It is Group's responsibility to communicate this requirement to Group's Audio Visual provider. If group-owned audio visual is brought into event space, an electrical patch fee will apply.

FORCE MAJEURE

No damages shall be due for a failure of performance occurring due to Acts of God, war, government regulation, disaster, terrorist act or strikes, any one of which make performance impossible.


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INSURANCE AND INDEMNIFICATION

Holiday Inn KCI and KCI Expo Center and Libertarian National Committee each agree to carry and maintain and provide evidence of liability and other insurance in amounts sufficient to provide coverage against any claims arising from any activities arising out of or resulting from the respective obligations pursuant to this contract. Damage to the Holiday Inn KCI and KCI Expo Center premises by the Group or appointed contractors will be at the Group's responsibility. The Holiday Inn KCI and KCI Expo Center is not responsible for any loss or damage, no matter how caused, to any samples, displays, properties, or personal effects brought into the Holiday Inn KCI and Expo Center.

The Holiday Inn KCI and KCI Expo Center reserves the right to approve all outside contractors hired for use by the Group in the Holiday Inn KCI and KCI Expo Center and to charge a fee for outside services brought into the Holiday Inn KCI and KCI Expo Center. The Group and/or outside contractor must provide proof of workers' compensation insurance for employees who will work on Holiday Inn KCI and KCI Expo Center premises and proof of adequate general liability coverage for the Group and/or outside contractors' activities while on Holiday Inn KCI and KCI Expo Center premises.

The Group shall indemnify, defend and hold harmless the Holiday Inn KCI and KCI Expo Center and its officers, directors, partners, agents, members and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorney's fees (collectively "Claims") arising out of or caused by the Group's negligence and/or its members' negligence in connection with the use of the Holiday Inn KCI and KCI Expo Center facilities. The Group shall not have waived or be deemed to have waived, by reason of this paragraph, any defense that it may have with respect to such claims.

Moreover, the Holiday Inn KCI and KCI Expo Center and group will each indemnify and hold harmless the other from any liability arising from violations of the Americans with Disabilities Act by the indemnifying party.

HOLIDAY INN KCI AND EXPO CENTER POLICIES

Utilities: All electrical services and utilities, including phone and riggings, are contracted through the Holiday Inn KCI and KCI Expo Center's Convention Services Department. Electrical service order forms are available through the Convention Services Department and should be returned 15 days prior to the event.

Signage: All signs must be professionally printed and their placement and posting be pre-approved by the Convention Services Department. Nothing shall be posted, nailed, screwed or otherwise attached to walls, floors, or other parts of the building or furniture. Distribution of gummed stickers or labels is strictly prohibited.

Shipping and Packages: In the event of a group shipping packages to the Holiday Inn KCI and KCI Expo Center, Group should notify the Convention Services Manager at least 5 days in advance. All packages sent to the Holiday Inn KCI and KCI Expo Center should include the name of the Group, date of the program, and number of packages being shipped. **All packages shipped are subject to a \$10.00 per box per day storage and handling fee, and are not accepted more than four days prior to event start date.** It is Group's responsibility to advise guests and attendees of the package fees. We cannot accept pallet deliveries unless verbally communicated at least 14 days prior to pallet delivery date, and additional fees will apply. The Holiday Inn KCI and KCI Expo Center accepts no responsibility or liability for delivery, security or condition of the packages.

AUTHORITY

The persons signing the agreement on behalf of Holiday Inn KCI and KCI Expo Center and Libertarian National Committee each warrant that they are authorized to make agreements and to bind their principals to this agreement.


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MISCELLANEOUS PROVISIONS

This contract is made and to be performed in Kansas City, Missouri, and shall be governed by and construed in accordance with Missouri law. By executing this agreement, Libertarian National Committee consents to the exercise of personal jurisdiction over it by the courts of the State of Missouri. This contract is the entire agreement between the parties, superseding all prior proposals both oral and written, negotiations, representations, commitments and other communications between the parties, and may only be supplemented or changed in writing, signed by a representative of the group and the Holiday Inn KCI and KCI Expo Center's General Manager. No representative of the Holiday Inn KCI and KCI Expo Center has been or is authorized to make any representation which varies from the express terms of this contract, though this contract may be supplemented or amended in writing. In the event of litigation arising from or associated with this contract, the parties agree that the prevailing party therein shall recover its attorneys' fees and costs incurred therein. Any legal action in connection with this agreement shall be brought or maintained only in the courts of the State of Missouri, and only in Platte County. No food and/or beverage of any kind will be permitted to be brought into the Holiday Inn KCI and Expo Center by the group or any of the group's guests.

ACCEPTANCE

This contract shall be deemed accepted only after it has been signed by a representative of the group and thereafter signed by a representative of the Holiday Inn KCI and KCI Expo Center. Acceptance may be made by facsimile transmission and this contract may be executed in one or more counterparts, each of which when filled executed, shall be deemed to be an original, and all of which shall be deemed to be the same agreement. Booking Contract and payment arrangements are due on or before 5/9/2017 in order to consider your event definite and continue holding space. Authorized representative agrees to all terms as outlined by page on this booking contract.

By Libertarian National Committee's authorized representative:

Robert S. Kraus 04/25/17
Robert S. Kraus Date
Director of Operations
Libertarian National Committee

Candyce Smith Date
Associate Director of Sales
Holiday Inn KCI & KCI Expo Center

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