



Inn at Laurel Point

2014 GROUP & FIT AGREEMENT

March 7, 2013

B.C. Golf Guide

1524 Woodridge Rd.

Kelowna, BC

VIW 3B4

Email: danny@bcgolfguide.com

Phone: 519-800-3701

ATTENTION: Danny Leitch

Thank you so much for your continued partnership with the Inn at Laurel Point. We are looking forward to a great 2014! Simply sign and return the contract at your earliest convenience in order to proceed, and do not hesitate to email me with any questions that you may have at all.

Thank you!

Room Rates

Laurel Wing Guest Rooms, Single or Double Occupancy

May 1- June 30, 2014 & September 1-30, 2014	\$138.00
July 1, 2014.....August 31, 2014	\$150.00
October 1, 2014.....April 30, 2015	\$ 87.00

Erickson Wing Studio Suites, Single or Double Occupancy

May 1- June 30, 2014 & September 1-30, 2014	\$181.00
July 1, 2014.....August 31, 2014	\$201.00
October 1, 2014.....April 30, 2015	\$171.00

For triple occupancy add \$25.00 per night.

Rates are quoted in Canadian funds, are non-commissionable, and subject to applicable taxes & fees, currently set at 16.15%. Tax rates & fees may change without notice.

Complimentary Rooms

For groups, one complimentary room per night is provided for every group with 20 or more rooms paid.

Complimentary Meals

For groups, one complimentary meal is provided for every group with 20 or more meals paid.

Child Policy

There is no charge for children 18 and under when sharing a room with adults.

Baggage Handling

For all groups, a mandatory fee of \$5.10, per bag, round trip, plus GST of 5% be charged to the account.

Tour Deposit and Payment

A \$500.00 CDN deposit, **or** credit card guarantee, is required 60 days prior to the arrival date. The balance is due prior to departure. All room, tax, baggage handling, and meal charges must be paid prior to departure. The Laurel Point Inn will not invoice tour charges and the tour operator is responsible for any unpaid incidental charges incurred by the tour escort or member of the tour. Final payment is due within 30 days of invoice date. A 5% surcharge will apply to all overdue accounts.

Tour Cancellation Policy - Minimum Of 5 Rooms

Written notice of cancellation of guest rooms will be accepted without penalty up to 30 days prior to the tour arrival date. When less than 30 days' notice of cancellation is received, one night's accommodation per room booked will be charged unless the reserved space has been re-sold.

Reductions to an existing rooming list may be made up to 14 days prior to the tour arrival date. Reductions of less than 10% of total rooms will be permitted without penalty. Reductions of more than 10% of the total rooms will be charged at the rate of one night's accommodation per room booked.

Daily Room Block

Blocked rooms not picked up will automatically be released 14 days prior to arrival date. The Inn at Laurel Point reserves the right to blackout dates and refuse rooms reserved in room blocks. Block space allotment may change based on actual pick-up of block space during previous year.

No daily room block is currently held for you.

FIT Cancellation Policy - Less Than 5 Rooms

Written notice of cancellation will be accepted without penalty 48 hours prior to the anticipated arrival date. When less than 48 hours' notice is provided, one full night's accommodation per room booked will be charged if the reserved space has not been re-sold.

The Inn at Laurel Point will try to accommodate all special requests such as Inner or Outer Harbour views, however, the hotel cannot guarantee placement as requested.

Check-In and Check-Out

The Laurel Point Inn cannot guarantee availability of rooms prior to 3:00 PM. Check-out is 11:30 AM.

Confirmation

Confirmation of the final rooming list, meal times, special requests, changes, and estimated time of arrival and departure must be made by the tour escort no less than 48 hours prior to arrival.

Meals

For groups of 20 guests or more, our Laurel Point Tour Breakfast is available from \$21.00 per person. Various meal selections and options are available for tour groups. To ensure the highest level of quality, comfort and efficiency for your tour, please contact me to present the most suitable options.

For FIT guests, and for groups less than 20 people breakfast vouchers are available and must be requested at the time of reservation for \$21.00 per person. FIT vouchers offer guests a choice of 3 different breakfast options and include coffee or tea. Guests will be billed directly for any additional items *ordered*. FIT breakfast vouchers will be honored in AURA, our Waterfront restaurant and patio only. Reservations are always recommended.

Add 15% gratuity and 5% GST to all prices. *Prices and taxes are subject to change without notice.*

Meal charges are based on the number of guests listed on the final rooming list. Companies requiring meals are required to call in all meal requests at least 30 days prior to arrival date.

Meal Cancellation & Change Policy

To avoid penalty, written notice of cancellation is required 7 days prior to the function date. Otherwise, 30% of the entire cost of meals will be charged to the account. Cancellation within 48 hours of arrival will be billed 100% of estimated meal charges. We will make every effort to accommodate last minute changes or requests, however, we are not able to guarantee.

Space Confirmed

Please indicate your confirmation of rates quoted and our terms of agreement with your signature. Your space will not be confirmed without a signed copy of this contract forwarded to Inn at Laurel Point.

B.C. Golf Guide:

Authorized Signature: _____ Name: _____

Title: _____ Date: _____

On Behalf of Inn at Laurel Point, Paul's Restaurants Ltd.:

Authorized Signature: _____ Name: **Kyla-Rae Wareham**

Title: **Sales Manager** _____ Date: _____