



## FSD Sales Meeting

Proposal from DoubleTree by Hilton Hotel & Suites Charleston -  
 Historic District  
 35 Hayne Street, Charleston, South Carolina, 29401, USA

### Proposal Details

<b>RFP Name</b>	FSD Sales Meeting	<b>Proposal Status</b>	Withdrawn
<b>RFP Code</b>	DBNNTH9Y68W	<b>Supplier Type</b>	Hotel
<b>Event Name</b>	FSD Sales Meeting	<b>Metro Area</b>	SC - Charleston
<b>Response Date</b>	Tue, 21-Mar-2017 2:23 PM	<b>Commission?</b>	Yes
<b>Supplier Name</b>	DoubleTree by Hilton Hotel & Suites Charleston - Historic District		
<b>Chain</b>	Hilton		
<b>Brand</b>	DoubleTree by Hilton		

**Proposal Introduction** Imagine your program being the best it can be in the heart of "Conde Nast's" number one tourist destination - DoubleTree by Hilton Hotel & Suites is proud to be considered as the host hotel for (Insert group name here).

Your attendees will experience the "Best in Southern Hospitality." Our facilities and professional staff specialize in providing individual service and attention to groups your size.

Here's what you and your attendees will be treated to at DoubleTree by Hilton Hotel & Suites:

- Elegantly appointed property with 165 one bedroom suites, 17 two bedroom suites- the largest suites in Charleston's Historic District and 30 executive king rooms.
- Superb location in the heart of the "Market" area
- 10,000 plus square feet of Conference and Banquet facilities-Ballroom and break out rooms
- Onsite Business Center, Wireless Internet available and our newest service PrinterOn.com. Print directly to our front desk from any location!
- Famous Doubletree Cookies at check-in
- Fabulous award winning restaurant "Hanks" selected as "America's Best New Restaurant" by Esquire Magazine.
- Shopping - Charleston is noted for its collections of antique, specialty shops and boutiques
- Historical location - museums, historic homes and galleries, all within walking distance, walking and carriage tours depart daily from our hotel

Because of our central location in the heart of the city Market, a wide variety of attractions abound. Enjoy historic walking or carriage tours, plantation tours, dining in historic locations, world-class golf courses, and shopping from Charleston boutiques to local vendors in the open-air market. These famous attractions and landmarks are located just outside our front doors.

Date Type	Event Dates	Check-In Date	Availability	Rates (USD)
Preferred	Tue, 03-Oct-2017 to Fri, 06-Oct-2017	Mon, 02-Oct-2017	1st Option - Not Holding Space	219.00

**Additional Information** We are delighted to offer a sleeping room rate of \$219.00 per room per night plus tax. We are primarily a suite hotel which consists of a separate living area and sleeping area with a king bed or two double beds.





**FSD Sales Meeting**

Proposal from DoubleTree by Hilton Hotel & Suites Charleston -  
 Historic District  
 35 Hayne Street, Charleston, South Carolina, 29401, USA

<b>Billing and Contractual Requirements</b>	<p>We are delighted to offer the following:</p> <p><b>Sleeping Rooms:</b>          3 week cutoff for group reservations          Complimentary wifi in guest rooms is now standard          1 pre-night at the group rate; 0 post nights at the group rate          1 comp room per 45 rooms</p> <p><b>Meeting Rooms:</b>          Complimentary meeting space with \$18,000.00 food and beverage minimum          Complimentary wifi in the meeting space</p> <p><b>Food and Beverage:</b>          10% off food and beverage</p> <p><b>Audio Visual:</b>          10% off of audio visual equipment</p>
---	---

**Key Contact Information**

<b>Contact Name</b>	Lori Johnson	<b>Email Address</b>	lori.johnson@hilton.com
<b>Organization</b>	DoubleTree by Hilton Hotel & Suites	<b>Phone</b>	843-414-1665
<b>Title</b>	Sales Manager	<b>Fax</b>	843-577-9099
<b>Website</b>	<a href="http://www.charlestondoubletree.com">www.charlestondoubletree.com</a>		
<b>Additional Information</b>	Thank you so much for your consideration! I look forward to the possibility of working with you on this event! Kindest regards, Lori Johnson		



**FSD Sales Meeting**

Proposal from DoubleTree by Hilton Hotel & Suites Charleston -  
 Historic District  
 35 Hayne Street, Charleston, South Carolina, 29401, USA

**Sleeping Room Availabilities**

**Sleeping Room Needs Met?** Yes

**Preferred (Tue, 03-Oct-2017 to Fri, 06-Oct-2017)**

**Availability** 1st Option - Not Holding Space

**Check-in Date** Mon, 02-Oct-2017

**Do all guest room rates include breakfast?** No

**Do all guest room rates include tax?** No

**Applicable Taxes** No taxes have been selected

Day	Any (Run of House)		Single (1 Bed)		Double (2 Beds)		Suite		Staff	
	Qty	Rate (USD)	Qty	Rate (USD)	Qty	Rate (USD)	Qty	Rate (USD)	Qty	Rate (USD)
Mon, 02-Oct-2017	70	219.00								
Tue, 03-Oct-2017	70	219.00								
Wed, 04-Oct-2017	70	219.00								
Thu, 05-Oct-2017	70	219.00								

**Additional Fees**

**Occupancy** 13.500%

**Other** USD \$2.18

**Additional Information** Taxes on sleeping accommodations are currently at 13.5% and there is a \$2.18 destination fee. Currently Valet Parking is \$32.00 per night inclusive.





## FSD Sales Meeting

Proposal from DoubleTree by Hilton Hotel & Suites Charleston -  
 Historic District  
 35 Hayne Street, Charleston, South Carolina, 29401, USA

### Meeting Room Availabilities

Meeting Room Needs Met? Yes

Start Date Mon, 02-Oct-2017

Day	Time	Agenda Item	Room Request	Room Assignment
Mon, 02-Oct-2017	7:00 PM-9:00 PM	<b>Dinner</b> <i>Notes or Exceptions: dinner for 70 people food stations, comfortable seating, not typical meeting room.</i>	Flow 70 people	
Tue, 03-Oct-2017	8:00 AM-5:00 PM	<b>General Session</b> General Session	Classroom 2,100 Sq. Ft. / 70 people • 24-hour hold	
Tue, 03-Oct-2017	12:00 PM-1:00 PM	<b>Lunch</b> <i>Notes or Exceptions: rounds of 10</i>	Rounds of 10 70 people	
Wed, 04-Oct-2017	8:00 AM-5:00 PM	<b>General Session</b> General Session	Classroom 2,100 Sq. Ft. / 70 people • 24-hour hold	
Wed, 04-Oct-2017	12:00 PM-1:00 PM	<b>Lunch</b> <i>Notes or Exceptions: rounds of 10</i>	Rounds of 10 70 people	
Thu, 05-Oct-2017	8:00 AM-5:00 PM	<b>General Session</b> General Session	Classroom 2,100 Sq. Ft. / 70 people • 24-hour hold	
Thu, 05-Oct-2017	12:00 PM-1:00 PM	<b>Lunch</b> <i>Notes or Exceptions: rounds of 10</i>	Rounds of 10 70 people	

**A/V Needs** The hotel is able to accommodate any audio visual needs through our preferred provider - AV Wired Company. The meeting planner would work directly with the hotel's CSM to coordinate.





## FSD Sales Meeting

Proposal from DoubleTree by Hilton Hotel & Suites Charleston -  
 Historic District  
 35 Hayne Street, Charleston, South Carolina, 29401, USA

### Estimated Costs

**Total F&B Minimum** USD \$18,000.00

Item	Cost Type	Amount	Quantity	Tax(%)	Tax/Service	Note
Average F&B Costs - Break - AM	Per Person	USD \$10.00			+Tax and Service	
Average F&B Costs - Break - PM	Per Person	USD \$12.00			+Tax and Service	
Average F&B Costs - Breakfast - Buffet	Per Person	USD \$25.00			+Tax and Service	
Average F&B Costs - Breakfast - Continental	Per Person	USD \$20.00			+Tax and Service	
Average F&B Costs - Dinner - Buffet	Per Person	USD \$68.00			+Tax and Service	
Average F&B Costs - Dinner - Plated	Per Person	USD \$50.00			+Tax and Service	
Average F&B Costs - Lunch - Buffet	Per Person	USD \$40.00			+Tax and Service	
Average F&B Costs - Lunch - Plated	Per Person	USD \$30.00			+Tax and Service	
Average F&B Costs - Reception - Beverage	Per Person	USD \$15.00			+Tax and Service	
Average F&B Costs - Reception - Heavy Hors D'oeuvres	Per Person	USD \$55.00			+Tax and Service	
Average F&B Costs - Reception - Light Appetizers	Per Person	USD \$45.00			+Tax and Service	





## FSD Sales Meeting

Proposal from DoubleTree by Hilton Hotel & Suites Charleston -  
Historic District  
35 Hayne Street, Charleston, South Carolina, 29401, USA

### Additional Questions

**1. Rates quoted are applicable \_\_\_\_\_ days pre-meeting. (Comment) (Required)**

1

**2. Rates quoted are applicable \_\_\_\_\_ days post-meeting. (Comment) (Required)**

0

**3. Web address for meeting space detail? (Comment) (Required)**

www.charlestondoubletree.com

**4. Please select your current Forbes and/or AAA Rating? (Multiple choice) (Required)**

3 Star, 3 Diamond

**5. Will the meeting room rentals be waived? If not, what rates will apply? (Comment) (Required)**

We are happy to offer complimentary meeting space valued at \$6,600.00 with a \$18,00.00 food and beverage minimum.

You can easily meet your food and beverage minimum with your scheduled lunches and reception.

**6. Do you have internet access available in the rooms? Is it wireless? What is the cost? What is the type and cost of internet access in meeting rooms? Will any internet costs be waived for this group? (Comment) (Required)**

We are offering complimentary wireless internet in the meeting space a \$675.00 savings.

**7. What meeting space is available? List meeting room names with square footage, ceiling height, and rental charges (if applicable) (Comment) (Required)**

We do not guarantee specific meeting rooms; however, if we go to contract the group would be guaranteed a meeting room that would be large enough to accommodate the contracted number of guests and the desired rooms set.

**8. What are your additional charges (ie Maid, portage, resort fees, etc.)? Please include with amounts and inclusions and note which charges are mandatory. (Comment) (Required)**

Maid - own discretion.

Portage - own discretion, unless arriving on motor bus then \$6.00 per person round trip, plus applicable tax.

**9. Is there a charge for self and/or valet parking per day? Please indicate amounts. (Comment) (Required)**

We offer valet parking to our overnight guests at \$32.00 (inclusive) with unlimited in and out privileges.

Hilton



Hilton  
HONORS



## FSD Sales Meeting

Proposal from DoubleTree by Hilton Hotel & Suites Charleston -  
Historic District  
35 Hayne Street, Charleston, South Carolina, 29401, USA

### 10. What is your nearest major airport and what is the distance (both miles and time)? What are the round trip shuttle and/or taxi costs? (Comment) (Required)

Charleston International Airport CHS

12 miles taxi or shuttle runs \$30-\$38

Approximate commute of about 20-25 minutes

### 11. What amenities and activities does your hotel have on or near the property? (Comment) (Required)

Our property is located in the heart of the Historic District in beautiful downtown Charleston. Adjacent to the historic Market, where you can find vendors, shopping, and local treats, your attendees can walk to nearly everything. The cobble stone streets and quiet chatter make for charming strolls in Charleston.

You can learn all about Charleston's history with our horse-drawn carriage and walking tours, from rainbow-colored row houses, Fort Sumter, and so much more.

### 12. What renovations have your property either recently completed or has on schedule? (Comment) (Required)

We completed a guest room renovation including new carpet, paint, artwork, TV's, furniture and lighting fixtures. Of course, we feature the wonderful Doubletree signature "Sweet Dreams" bedding package and Wolfgang Puck coffee in all guest rooms, not to mention our warm world famous Doubletree chocolate chip cookies at check-in. We have 10,000 square feet of very flexible meeting space. We are part of the Hilton Family of Hotels where your guests can earn both points and miles.

### 13. HelmsBriscoe will be paid a placement fee which is non-cancelable and non transferable to any other party for the booking of this meeting. HelmsBriscoe is acting with full consent and the client is aware of the placement fee payable to HelmsBriscoe by your organization. (Multiple choice) (Required)

I agree that HelmsBriscoe will be paid a placement fee

### 14. Indicate your agreement to the placement fee by providing your name, title and the date of your response in the area below. (Comment) (Required)

Brittany Pittman

Catering Sales Manager

3/21/2017

on behalf of:

Lori Johnson

Sales Manager

Hilton



Hilton  
HONORS



**FSD Sales Meeting**

Proposal from DoubleTree by Hilton Hotel & Suites Charleston -  
Historic District  
35 Hayne Street, Charleston, South Carolina, 29401, USA

**15. Accounts Payable Contact First & Last Name: (Comment) (Required)**

Angela Muschek

**16. Accounts Payable Phone Number: (Comment) (Required)**

843-414-1669

**17. Accounts Payable Email Address: (Comment) (Required)**

angela.muschek@hilton.com

**18. Accounts Payable Fax: (Comment) (Required)**

843-577-9099

**19. Please indicate in the space below your contact name, hotel address, phone number, and email address - if it differs from the contact information on the response sheet provided in this RFP. (Comment)**

