International Conference on Technology in Collegiate Mathematics - 2018
Pearson

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	International Conference on Technology in Collegiate Mathematics - 2018
	Tue, 27-Oct-2015
	Mon, 30-Nov-2015
	Meeting Space and Sleeping Rooms
	X7N4DSN3ZBG
	Please provide your proposal in Cvent. Thank you
	Competitive guest room rate Complimentary meeting room rental Meeting space functionality Responses to concessions requests
	Individuals call in on own or reserve rooms with provided link IPO F&B and AV to master
	Group rate 3 days pre and post based on availability Waived Resort Fee if applicable Complimentary internet in guest rooms 1 per 40 comp room policy Seven (7) staff rooms at 25% discount for 8 nights Ten (10) suite upgrades at group rate for 4 nights Ten (10) VIP Welcome Amenities Two (2) complimentary room nights for advanced planning trip Discounted Flat rate for Wifi in all meeting space for all attendees 1 complimentary hard internet line in each meeting room Complimentary receiving and storage of all meeting materials Complimentary meeting room rental based on favorable F&B minimum No set up fees for meeting space 24 hour hold on meeting space 15% discount on F&B 20% discount on AV equipment rental & labor 10 complimentary self or valet parking passes Rebate to defray cost would be helpful

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	Pearson
	Corporate
	103 Oak Woods Rd North Berwick, ME 03906 USA
	200
	Pearson is the world's leading education company. Pearson runs the ICTCM conference. For additional information please see this meeting link online http://www.pearsonhighered.com/ictcm/

	International Conference on Technology in Collegiate Mathematics
	500
	Education / Seminar
	Yes - 10.00%
	The planner has indicated that this event has been held before.
	Yes
	Thu, 15-Mar-2018 - Sun, 18-Mar-2018 + 2 alternate dates

Planner Preferred	Thu, 15-Mar-2018 - Sun, 18-Mar-2018	
Alternate Date	Thu, 22-Mar-2018 - Sun, 25-Mar-2018	
Alternate Date	Thu, 08-Mar-2018 - Sun, 11-Mar-2018	

	Upper Saddle River, NJ
	Technology Conference on Math. This is an annual meeting that has taken place for more than 25 years.
	Phoenix Anaheim San Diego Nashville

Venue Name	City	State	Date	Attendees	Room Block	Room Pick-Up	F&B Spend
Westin Copley	Boston	Massachusetts	March 21-24, 2013		1,384	1,358	
Venetian	Las Vegas	Nevada	March 12-15, 2015		1,492	1,289	
Marriott RiverCenter	San Antonio	Texas	March 20-23, 2014		1,451	1,127	

Day	Any (Run Of House)	Single (1 Bed)	Double (2 Beds)	Suite	Staff
Sun, 11-Mar-2018	10				
Mon, 12-Mar-2018	10				
Tue, 13-Mar-2018	70				
Wed, 14-Mar-2018	200				
Thu, 15-Mar-2018	430				
Fri, 16-Mar-2018	430				
Sat, 17-Mar-2018	325				
Sun, 18-Mar-2018	15				
Room Occupancy	Single	-	-	-	-

Sun, 11-Mar-2018	1,490
	430

Mon, 12-Mar-2018

Day	Time	Agenda Item	Room Request
Mon, 12-Mar-2018	6:00 AM-11:30 PM	**Work Room - (Computer Room)** Office *Notes or Exceptions: Group needs a room with 3,000 sq. ft or more. 8 foot tables all around the perimeter of the room. Staff will configure 100 laptops and Ipads in preparation for the meeting*	**(Room Required)** 3,000 Sq. Ft. ☐ 24-hour hold
Tue, 13-Mar-2018	6:00 AM-11:30 PM	**Work Room - (Computer Room)** Office	**(Room Required)** 3,000 Sq. Ft. ☐ 24-hour hold
Wed, 14-Mar-2018	6:00 AM-11:30 PM	**Work Room - (Computer Room)** Office	**(Room Required)** 3,000 Sq. Ft. ☐ 24-hour hold
Wed, 14-Mar-2018	8:00 AM-5:00 PM	**Mini Course 1** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Wed, 14-Mar-2018	8:00 AM-5:00 PM	**Mini Course 2** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Wed, 14-Mar-2018	8:00 AM-5:00 PM	**Mini Course 3** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Wed, 14-Mar-2018	8:00 AM-5:00 PM	**Small General Session** General Session	U-Shaped **(Room Required)** 50 people
Wed, 14-Mar-2018	1:00 PM-11:45 PM	**Exhibition - load/Decorator** Exhibit *Notes or Exceptions: Ten to Twenty 10 x 10 exhibit booths. Ideally they would want this available by 1:00pm on Wednesday. Please advise if you can do this. Expo opens at 4:00pm on Thursday. If you can only do this room starting Thursday morning it may still work. This can be in a room or foyer and on flow basis*	10x10 **(Room Required)** 500 people ☐ 24-hour hold
Thu, 15-Mar-2018	5:00 AM-11:45 PM	**Exhibition** Exhibit *Notes or Exceptions: Ten to Twenty 10 x 10 exhibit booths. Ideally they would want this available by 1:00pm on Wednesday. Please advise if you can do this. Expo opens at 4:00pm on Thursday. If you can only do this room starting Thursday morning it may still work. This can be in a room or foyer and on flow basis*	10x10 **(Room Required)** 500 people ☐ 24-hour hold
Thu, 15-Mar-2018	6:00 AM-9:00 AM	**Work Room - (Computer Room)** Office	**(Room Required)** 3,000 Sq. Ft. ☐ 24-hour hold
Thu, 15-Mar-2018	8:00 AM-5:00 PM	**Mini Course 1** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Thu, 15-Mar-2018	8:00 AM-5:00 PM	**Mini Course 3** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Thu, 15-Mar-2018	8:00 AM-5:00 PM	**Mini Course 2** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.

Thu, 15-Mar-2018	9:00 AM-11:30 PM	**Staff Office** Office *Notes or Exceptions: Group will move out all computers from the Work Room (computer room) and into the expo. They will then need a smaller office. This can be a section of the room previously used if need be*	Conference **(Room Required)** 6 people ☐ 24-hour hold
Thu, 15-Mar-2018	12:00 PM-7:00 PM	**Registration** Registration *Notes or Exceptions: Reg area near Expo and General Session. Reg starts at 4pm this day.*	**(Room Required)** 10 people
Thu, 15-Mar-2018	2:00 PM-11:45 PM	**General Session Set Up** General Session *Notes or Exceptions: set up GS in afternoon for the Friday morning start*	Theater **(Room Required)** 500 people
Thu, 15-Mar-2018	2:00 PM-11:45 PM	**13 breakouts - set up** Breakout *Notes or Exceptions: This is the set up day for the breakouts. Need them by afternoon or early evening* *Four breakouts for 80 theater style* *Five breakouts for 40 people theater style* *Two breakouts for 30 people theater style* *Two breakouts for 40 people classroom* *Please list meeting room names*	Theater **(Room Required)** ☐ 24-hour hold
Thu, 15-Mar-2018	4:00 PM-7:00 PM	**Welcome Reception in Expo** Reception *Notes or Exceptions: Welcome Reception in Expo*	**(Room Required)** 500 people
Fri, 16-Mar-2018	5:00 AM-11:45 PM	**Exhibition** Exhibit *Notes or Exceptions: Ten to Twenty 10 x 10 exhibit booths. in a meeting room or in foyer. On flow basis*	10x10 **(Room Required)** 500 people ☐ 24-hour hold
Fri, 16-Mar-2018	6:00 AM-11:30 PM	**Staff Office** Office *Notes or Exceptions: Group will move out all computers from the Work Room (computer room) and into the expo. They will then need a smaller office. This can be a section of the room previously used if need be*	Conference **(Room Required)** 6 people ☐ 24-hour hold
Fri, 16-Mar-2018	6:00 AM-11:45 PM	**Registration** Registration *Notes or Exceptions: Reg area near Expo and General Session. Reg starts at 4pm this day.*	**(Room Required)** 10 people
Fri, 16-Mar-2018	8:00 AM-5:00 PM	**Mini Course 1** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Fri, 16-Mar-2018	8:00 AM-5:00 PM	**Mini Course 2** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Fri, 16-Mar-2018	8:00 AM-5:00 PM	**Mini Course 3** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Fri, 16-Mar-2018	8:00 AM-5:15 PM	**General Session** General Session *Notes or Exceptions: we are done with this room at 5:15pm*	Theater **(Room Required)** 500 people

Fri, 16-Mar-2018	8:00 AM-5:15 PM	**13 breakouts** Breakout *Notes or Exceptions: Four breakouts for 80 theater style* *Five breakouts for 40 people theater style* *Two breakouts for 30 people theater style* *Two breakouts for 40 people classroom* *Please list meeting room names*	Theater **(Room Required)** 24-hour hold
Sat, 17-Mar-2018	5:00 AM-6:00 PM	**Exhibition** Exhibit *Notes or Exceptions: Ten to Twenty 10 x 10 exhibit booths. in meeting room or in foyer, on flow basis*	10x10 **(Room Required)** 500 people 24-hour hold
Sat, 17-Mar-2018	6:00 AM-6:00 PM	**Registration** Registration *Notes or Exceptions: Reg area near Expo and General Session. Reg starts at 4pm this day.*	**(Room Required)** 10 people
Sat, 17-Mar-2018	6:00 AM-11:30 PM	**Staff Office** Office *Notes or Exceptions: Group will move out all computers from the Work Room (computer room) and into the expo. They will then need a smaller office. This can be a section of the room previously used if need be*	Conference **(Room Required)** 6 people 24-hour hold
Sat, 17-Mar-2018	8:00 AM-5:00 PM	**Mini Course 3** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Sat, 17-Mar-2018	8:00 AM-5:00 PM	**Mini Course 1** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Sat, 17-Mar-2018	8:00 AM-5:00 PM	**Mini Course 2** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Sat, 17-Mar-2018	8:00 AM-5:15 PM	**13 breakouts** Breakout *Notes or Exceptions: Four breakouts for 80 theater style* *Five breakouts for 40 people theater style* *Two breakouts for 30 people theater style* *Two breakouts for 40 people classroom* *Please list meeting room names*	Theater **(Room Required)** 24-hour hold
Sun, 18-Mar-2018	6:00 AM-5:00 PM	**Staff Office** Office *Notes or Exceptions: Group will move out all computers from the Work Room (computer room) and into the expo. They will then need a smaller office. This can be a section of the room previously used if need be*	Conference **(Room Required)** 6 people 24-hour hold
Sun, 18-Mar-2018	8:00 AM-2:00 PM	**Mini Course 1** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Sun, 18-Mar-2018	8:00 AM-2:00 PM	**Mini Course 2** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.
Sun, 18-Mar-2018	8:00 AM-2:00 PM	**Mini Course 3** Breakout	Classroom **(Room Required)** 2,000 Sq. Ft.

Staging, Screens, LCD, Internet

	VERY IMPORTANT: The group does do a variety of F&B functions. However, they are oftentimes either Pearson hosted or Vendor hosted breakfasts, lunches, and receptions. They utilize existing rooms or Expo area for this. I know that we do not have the F&B functions listed here. However, they are comfortable signing $30,000 F&B minimum

1. Can you meet all of the meeting room needs? If there are any limitations, please list them here. (Comment) (Required)

2. The group would like to have WiFi internet access in all meeting space for all users (500) Is this something you can offer complimentary? If not, what is the discounted flat rate per day that you can offer? At this point it looks to be standard usage and no streaming (Comment) (Required)

3. The Expo begins at 4pm on Thursday night. Ideally they would like this space for set up on Wednesday around 1pm for the decorator to have pipe/drape, furnishings ready for Thursday morning load in. Can you offer this space on Wednesday afternoon? (Comment) (Required)

4. Please attach floor plan and capacity chart, thank you (Comment) (Required)

5. Here are the dates in order of preference. Please advise if you have all of these and if so, is there a difference in rate?

March 15-18, 2018
March 22-25, 2018
March 8-11, 2018 (Comment) (Required)

6. Is your hotel a union hotel? (Single choice)

[ ] Yes
[ ] No