

RFP Details	
RFP Name	Patterson Dental 2017
Response Due Date	Wed, 09-Dec-2015
Decision Date	Thu, 31-Mar-2016
RFP Type	Meeting Space and Sleeping Rooms
RFP Code	M9NJG36RKLY
Description	I prefer to receive proposals through Cvent and will give those proposals priority because it allows me to respond more easily.

Key Contact Information			
Contact Name	Sarah Sheehan	Email Address	ssheehan@motivaction.com
Organization	MotivAction	Phone	763-412-3012
Title	Purchasing Manager	Fax	763-412-3112
Preferred Contact Method	Cvent, Email, Phone		
Address	16355 36th Ave. N. Minneapolis, MN 55446 USA		
Additional Information	Thank you for your prompt response to this RFP. Please indicate in your responses if your quoted rates are for single or double occupancy.		

Organization Information	
Organization Name	MotivAction
Organization Type	Other
Address	16355 36th Avenue North Minneapolis, MN 55446 USA
Events / Year	0

Event Information		
Event Name	Patterson Dental 2017	
Total Attendees	350	
Commission	Yes - 10.00%	
Event History	The planner has indicated that this event has been held before.	
Dates Flexible?	Yes	
Event Dates	Tue, 18-Jul-2017 - Sun, 23-Jul-2017 + 2 alternate dates	
Date Type	Date Options	Notes
Planner Preferred	Tue, 18-Jul-2017 - Sun, 23-Jul-2017	
Alternate Date	Tue, 25-Jul-2017 - Sun, 30-Jul-2017	
Alternate Date	Thu, 13-Jul-2017 - Sun, 16-Jul-2017	
Additional Information	Please note client is very interested in the dates of Thursday, July 13 - Sunday, July 16 for the main group dates.	

Previous Event History

This event was previously held in the following location(s):

Venue Name	City	State	Date	Attendees	Room Block	Room Pick-Up	F&B Spend
Fairmont	Quebec		2016	346			
Ritz	Amelia Island	Florida	2014				
Ritz	Tahoe	Nevada	2015				

Sleeping Room Requirements

Day	Any (Run Of House)	Single (1 Bed)	Double (2 Beds)	Suite	Staff
Sun, 16-Jul-2017					6
Mon, 17-Jul-2017					6
	** All Rooms Noted in - Any (Run of House Rooms)- are Considered Staff Rooms -Staff Rooms Requested 50% off Group Rate -Suites - Request Upgrade at Group Rate				
Tue, 18-Jul-2017				8	7
	** All Rooms Noted in - Any (Run of House Rooms)- are Considered Staff Rooms -Staff Rooms Requested 50% off Group Rate -Suites - Request Upgrade at Group Rate				
Wed, 19-Jul-2017	13			11	8
	** All Rooms Noted in - Any (Run of House Rooms)- are Considered Staff Rooms -Staff Rooms Requested 50% off Group Rate -Suites - Request Upgrade at Group Rate				
Thu, 20-Jul-2017	120			11	8
	** All Rooms Noted in - Any (Run of House Rooms)- are Considered Staff Rooms -Staff Rooms Requested 50% off Group Rate -Suites - Request Upgrade at Group Rate				
Fri, 21-Jul-2017	120			11	8
Sat, 22-Jul-2017	120			11	8
Sun, 23-Jul-2017					3
Mon, 24-Jul-2017					
Room Occupancy	Double	-	-	Double	Single

Check-in Date Sun, 16-Jul-2017

Total Room Nights 479

Peak Room Nights 139

Meeting Room Requirements			
Start Date Sun, 16-Jul-2017			
Day	Time	Agenda Item	Room Request
Sun, 16-Jul-2017	6:00 AM-11:45 PM	Office Office	8 people
Sun, 16-Jul-2017	8:00 AM-9:00 AM	Storage Storage Room	2 people
Mon, 17-Jul-2017	6:00 AM-11:45 PM	Office Office	8 people
Mon, 17-Jul-2017	8:00 AM-9:00 AM	Storage Storage Room	2 people
Tue, 18-Jul-2017	6:00 AM-11:45 PM	Office Office	8 people
Tue, 18-Jul-2017	8:00 AM-9:00 AM	Storage Storage Room	2 people
Wed, 19-Jul-2017	6:00 AM-11:45 PM	Office Office	8 people
Wed, 19-Jul-2017	8:00 AM-9:00 AM	Storage Storage Room	2 people
Wed, 19-Jul-2017	8:00 AM-5:00 PM	Meeting Meeting	Crescent Rounds 16 people
Wed, 19-Jul-2017	11:30 AM-1:00 PM	Lunch Lunch	Rounds of 10 16 people
Wed, 19-Jul-2017	6:00 PM-9:00 PM	Executive Reception / Dinner Dinner	Rounds of 10 44 people
Thu, 20-Jul-2017	6:00 AM-11:45 PM	Office Office	8 people
Thu, 20-Jul-2017	8:00 AM-9:00 AM	Storage Storage Room	2 people
Thu, 20-Jul-2017	6:00 PM-9:00 PM	Welcome Reception and Dinner Reception	Reception 250 people
Fri, 21-Jul-2017	6:00 AM-11:45 PM	Office Office	8 people
Fri, 21-Jul-2017	7:30 AM-9:00 AM	Breakfast Buffet Breakfast	Buffet 250 people
Fri, 21-Jul-2017	8:00 AM-9:00 AM	Storage Storage Room	2 people
Fri, 21-Jul-2017	8:00 AM-5:00 PM	Meeting	School Room 125 people
Sat, 22-Jul-2017	6:00 AM-11:45 PM	Office Office	8 people

Sat, 22-Jul-2017	7:30 AM-9:00 AM	Breakfast Buffet Breakfast	Buffet 250 people
Sat, 22-Jul-2017	8:00 AM-9:00 AM	Storage Storage Room	2 people
Sat, 22-Jul-2017	6:00 PM-10:00 PM	Dental Awards Dinner Dinner <i>Notes or Exceptions: Please make sure there is plenty of room for:</i> <i>Rounds of 8 (not 10)</i> <i>Stage for awards and entertainment (24' x 20')</i> <i>Dance floor (24' x 20')</i> <i>At least two bars in the room</i>	Rounds of 8 250 people
Sun, 23-Jul-2017	6:00 AM-11:45 PM	Office Office	8 people
Sun, 23-Jul-2017	7:30 AM-9:00 AM	Breakfast Buffet Breakfast	Buffet 250 people
Sun, 23-Jul-2017	8:00 AM-9:00 AM	Storage Storage Room	2 people

Additional Questions

1. The Following are deemed to be Competitors of MotivAction's Client:

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Please advise if you have any of these companies contracted or tentative over our program dates: (Comment) (Required)

2. Resort Fee (Please Indicate \$ or %): (Comment) (Required)

3. Is the Resort Fee Taxed? If Yes, at what percent(%) and is it included in the Resort Fee? (Comment) (Required)

4. Do you have any Special Sales Promotions that apply to this RFP? (Comment) (Required)

5. Are you able to hold the space for the preferred dates on this RFP? (Single choice) (Required)

Yes

No

6. Are there any National or local holidays or events over the dates proposed? (Comment)