

TO QUALIFY FOR ASSISTANCE, THE EVENT MUST MEET THE FOLLOWING REQUIREMENTS :

- ☒ This event meets Monona Terrace's definition of a convention.
- ☒ This event has not yet been contracted.
- ☒ This event has a minimum of 75 % programmed events at the Monona Terrace.
- ☒ This event uses a minimum of two hotels within the Madison Room Tax District.
- ☒ This event has an overflow hotel with a minimum room block of 50.

PLUS ONE OF THE FOLLOWING :

- ☒ This event has a minimum direct spending impact of \$100,000.
- ☒ This event has a minimum out of town attendance of 400.

Form Revised 6/24/14

DATE OF REQUEST	3/27/17		SALES MANAGER	Jeff Holcomb	
GROUP	Solution Tree				
EVENT TITLE	2018 PLC Institute			LEAD	117220
EVENT DATES	July 17-20, 2018 <small>(verify this does not conflict with major, annual events)</small>		AMOUNT REQUESTED	\$10,000	
ASSISTANCE TYPE	Non-Shuttle		FUND USE	Facility Rental	
PEAK ROOM NIGHTS (total peak)	265		TOTAL ROOM NIGHTS	760	
HOTEL BLOCK	1	2	3	4	
Hotel Name	Hilton	Park Hotel	Concourse		
Peak Room Block Bid	100	75	40		
GROUP STATUS	Pending		DIRECT SPENDING IMPACT	\$501,681	
COMPETITION	Milwaukee		ATTENDANCE	1,200	
DECISION DATE	6/30/17		EXPECTED CONTRACT REVENUE	\$44,450	
HISTORY	1	2	3		
MONTH & YEAR	August 2016	July 2016			
CITY	Milwaukee, WI	Louisville			
FACILITY	Wisconsin Center	Convention Center			
BLOCK TOTAL	700	700			
PICK UP TOTAL	642	664			
COMMENTS	Solution Tree holds this event in various cities around the country each year. see also attached MINT post-event report			OTHER FUNDING (external & internal)	

TO ROUTE TO DIRECTOR OF SALES (DOS) FOR APPROVAL, PRINT AND HAND DELIVER WITH ATTACHMENTS.

DOS Approval [Signature]
DOS Approval Date 4/21/17

CEO Approval [Signature]
CEO Approval Date 4/21/17

INTERNAL USE ONLY:

Committee Meeting [Signature]
Approval Date & Amount [Signature]

MINT Post-Event Report -- Solution Tree, PLC Institute

Solution Tree holds this event in various cities around the country each year.

From: Christine Shimasaki [mailto:admin@empowermint.com]

Sent: Thursday, April 20, 2017 11:18 AM

To: Vanden Brook, Julie

Subject: You have received a MINT Post Event Report

Organization Information

Organization	Solution Tree
Market Segment	EDUCATIONAL
Address	555 North Morton Street
City / State / Zip / Country	Bloomington IN 47404 UNITED STATES
Phone / Fax	800-733.6786 812.336.7790
Web Address	www.solution-tree.com

Meeting Information

Meeting Name / Frequency	Professional Learning Comm Institute / Varies
Region / State / Province	STATE / CA, CO, MI, MN, NC, TX, WA
Budget / Schedule Flexibility	Budget: None Schedule: None
Usual Start Day	Sunday Duration: 1 days

Meeting Planner Info

Name	Renee Pieper
Title	Assistant Director, Institutes
Email	renee.pieper@solution-tree.com
Phone	800-733-6786 ext. 237

MINT History Information

Meeting Date / Location / Bureau	10/10/2016 [Monday] - 10/12/2016 - San Antonio TX UNITED STATES		
Attendance / Peak Rooms	[Registered: 1550 Total: 1550] - [Reserved: 465 Picked Up: 479]		
Hotel Information	HQ Hotel: Hilton Palacio del Rio HQ Peak Rooms: 381 Hotels Used: 2 Total Room Nights: 1464		
Facilities Information	Largest Attendance: 1550 Simultaneous Rooms: 15 F&B Functions: 0 Largest Meal Attendance: 0		
Exhibit Information	Start/End Day: /Site: NONE Gross/Net Sq Ft: 0/0 Move In/Out Days: 0 / 0 Number of Exhibits: [8x10 - 0] [10x10 - 0] [Table Top - 0] [Other - 0]		
Room Flows	10/7/2016 - Friday	Reserved Rooms: 2 [0%]	Actual Rooms: 3 [1%]
	10/8/2016 - Saturday	Reserved Rooms: 43 [9%]	Actual Rooms: 34 [7%]
	10/9/2016 - Sunday	Reserved Rooms: 450 [97%]	Actual Rooms: 471 [98%]
	10/10/2016 - Monday	Reserved Rooms: 465 [100%]	Actual Rooms: 479 [100%]
	10/11/2016 - Tuesday	Reserved Rooms: 461 [99%]	Actual Rooms: 468 [98%]
	10/12/2016 - Wednesday	Reserved Rooms: 7 [2%]	Actual Rooms: 9 [2%]

History Information-Data Not Reported

Mtg Date / Location / Bureau	9/19/2016 [Monday] - 9/23/2016 - Long Beach CA UNITED STATES
Attendance / Peak Rooms	[Registered: 1000 Total: 0] - [Reserved: 265 Picked Up: 0]

MINT History Information

Meeting Date / Location / Bureau	8/17/2016 [Wednesday] - 8/18/2016 - MILWAUKEE WI UNITED STATES		
Attendance / Peak Rooms	[Registered: 1500 Total: 1500] - [Reserved: 190 Picked Up: 236]		
Hotel Information	HQ Hotel: Hilton Milwaukee HQ Peak Rooms: 236 Hotels Used: 1 Total Room Nights: 644		
Facilities Information	Largest Attendance: 9999 Simultaneous Rooms: 0 F&B Functions: Largest Meal Attendance:		
Exhibit Information	Start/End Day: /Site: NONE Gross/Net Sq Ft: / Move In/Out Days: / Number of Exhibits: [8x10 -] [10x10 -] [Table Top -] [Other -]		
Room Flows	8/15/2016 - Monday	Reserved Rooms: 0 [0%]	Actual Rooms: 23 [10%]
	8/16/2016 - Tuesday	Reserved Rooms: 15 [8%]	Actual Rooms: 160 [68%]
	8/17/2016 - Wednesday	Reserved Rooms: 165 [87%]	Actual Rooms: 236 [100%]
	8/18/2016 - Thursday	Reserved Rooms: 190 [100%]	Actual Rooms: 223 [94%]
	8/19/2016 - Friday	Reserved Rooms: 190 [100%]	Actual Rooms: 1 [0%]
	8/20/2016 - Saturday	Reserved Rooms: 0 [0%]	Actual Rooms: 1 [0%]

MINT History Information

Meeting Date / Location / Bureau	8/9/2016 [Tuesday] - 8/11/2016 - Seattle WA UNITED STATES		
Attendance / Peak Rooms	[Registered: 1350 Total: 1350] - [Reserved: 400 Picked Up: 395]		
Hotel Information	HQ Hotel: Westin Seattle HQ Peak Rooms: 395 Hotels Used: 1 Total Room Nights: 1172		
Facilities Information	Largest Attendance: 1350 Simultaneous Rooms: 0 F&B Functions: 0 Largest Meal Attendance: 0		
Exhibit Information	Start/End Day: /Site: NONE Gross/Net Sq Ft: 0/0 Move In/Out Days: 0 / 0 Number of Exhibits: [8x10 - 0] [10x10 - 0] [Table Top - 0] [Other - 0]		
Room Flows	8/4/2016 - Thursday	Reserved Rooms: 0 [0%]	Actual Rooms: 1 [0%]
	8/5/2016 - Friday	Reserved Rooms: 0 [0%]	Actual Rooms: 2 [1%]
	8/6/2016 - Saturday	Reserved Rooms: 0 [0%]	Actual Rooms: 2 [1%]
	8/7/2016 - Sunday	Reserved Rooms: 37 [9%]	Actual Rooms: 39 [10%]
	8/8/2016 - Monday	Reserved Rooms: 360 [90%]	Actual Rooms: 330 [84%]
	8/9/2016 - Tuesday	Reserved Rooms: 400 [100%]	Actual Rooms: 395 [100%]
	8/10/2016 - Wednesday	Reserved Rooms: 400 [100%]	Actual Rooms: 386 [98%]
	8/11/2016 - Thursday	Reserved Rooms: 50 [13%]	Actual Rooms: 17 [4%]

MINT Future Booking Info

Meeting Date / Location / Bureau	7/16/2019 - San Antonio TX UNITED STATES
Meeting Date / Location / Bureau	8/14/2018 - Seattle WA UNITED STATES
Meeting Date / Location / Bureau	7/23/2018 - San Antonio TX UNITED STATES
Meeting Date / Location / Bureau	11/7/2017 - San Antonio TX UNITED STATES
Meeting Date / Location / Bureau	9/24/2017 - Salt Lake City UT UNITED STATES
Meeting Date / Location / Bureau	8/8/2017 - GrandRapids MI UNITED STATES
Meeting Date / Location / Bureau	6/18/2017 - San Antonio TX UNITED STATES