BOOKING INCENTIVE REQUEST

Approval Date & Amount

GREATER MADISON CONVENTION & VISITORS BUREAU 615 E, WASHINGTON AVENUE > MADISON, WI > 53703

WWW.VISITMADISON.COM

CEO Approval

CEO Approval Date

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

DOS Approval Date 11/19/15				Committee Meeting		
TO ROUTE TO DIRECTOR OF SALES (DOS) FOR APPROVAL, PRINT AND HAND DELIVER WITH ATTACHMENTS. INTERNAL USE ONLY:						
COMMENTS				OTHER FUNDING (external & internal)	\$5,000 GMCVB grant	
PICK UP TOTAL	882		558	567		
BLOCK TOTAL	203		128	143		
FACILITY West	tin Bonaventure	Astor	Crowne Plaza	Westin		
CITY	os Angeles	N N	ew Orleans	Providence		
	May 2015		May 2014	May 2013		
HISTORY 1			2	3		
DECISION DATE 4/30/16			EXPECTED CONTRACT RE\	VENUE \$38	8,404	
COMPETITION Austin, Oklahoma City, Toronto			ATTEND	ANCE	500	
GROUP STATUS Pending			DIRECT SPENDING IM	IPACT \$35	\$357,499	
Peak Room Block Bid	150	75				
Hotel Name F	Hotel Name Hilton Inn on the Park				建分型图识点	
HOTEL BLOCK	(1 2		3		4	
PEAK ROOM NIGHTS (total peak)	200		TOTAL ROOM NIGHTS	800		
ASSISTANCE TYPE			FUND USE	Facility R	Facility Rental	
EVENT DATES May 29 - June 4, 2017 (verify this does not conflict with major, annual events)			AMOUNT REQUESTED	\$12,000		
EVENT TITLE 2017 EDRA Annual Conference				LEAD 115235		
GROUP Environmen	ntal Design Research Asso	ociation				
DATE OF REQUEST 11/12/15		(M. W.	SALES MANAGER Jeff Holcomb			
This event has an overflow hotel w	ith a minimum room block	k of 50.			Form Revised 6/24/14	
This event uses a minimum of two	hotels within the Madisor	n Room Tax District.				
This event has a minimum of 75 %	★ This event has a minimum direct spending impact of \$100,000. This event has a minimum out of town attendance of 400.					
This event has not yet been contra	PLUS ONE OF THE FOLLOWING:					
This event meets Monona Terrace						
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