

NEW SALES LEAD



Williamsburg Tourism Council
Address: 421 North Boundary Street P.O. Box 3495 Williamsburg, VA 23185 USA
Phone: 757.253.2313

Created: 01/23/2021
Response Due Date: **01/25/2021**
Decision Date: 02/01/2021
From: Julia Smyth-Young, Sales Director -- (757) 253-2313, julia.smyth-young@visitwilliamsburg.com

Lead ID: **3921**
Organization: HelmsBriscoe - Master Account
Meeting: ACA Fall Partner
Contact: Julia Smyth-Young
Sales Director
Phone: (757) 253-2313
Fax: (757) 229-2047
E-Mail: julia.smyth-young@visitwilliamsburg.com

MEETING REQUIREMENTS

Requested Dates: 09/12/2021 to 09/15/2021
Meeting Dates: 09/13/2021 to 09/15/2021
Alternate Dates: to
to

ROOMS FORECAST

Room Attendance: 50
Requested Rooms: 106
Requested Peak: 50

	Sun, 09/12/21	Mon, 09/13/21	Tue, 09/14/21	Wed, 09/15/21	Thu, 09/16/21	Fri, 09/17/21	Sat, 09/18/21
Requested Rooms	1	50	50	5			

NOTES

Meeting Requirements:

Reception and dinner for 50 people with the ability to accommodate social distancing and be outside.

General Session requested outside or a ventilated tent.

AM/PM breaks on flow with hearty snacks and possible boxed/grab & go at lunchtime.

Schedule of Events:

Monday, 9/13/21- 7 PM Welcome reception and dinner for 50 ppl

Tuesday, 9/14/21- 8 AM Breakfast, setup TBD, maybe a working breakfast

8 AM - 5 PM General Session for 50 people with social distancing

AM Break

12:30 PM Lunch

Wednesday, 9/15/21 Breakfast, GS, AM Break, and Lunch - for 50 people

Comments:

AV requirements: LCD projector and screen, WIFI for all users

Attendees may start meetings very early in the morning with a working breakfast so attendees may enjoy outdoor activities in the destination, like golf. The client will not select a hotel that requires Covid testing prior to arrival.

Concessions: Free WIF in meeting space and guest rooms, 10% discount on A/V and F&B, reduced valet parking for VIPs. 2 upgrades, one staff room, Cancellation policy clause allowing cancellation up to 14 days before the program start date!

Action Requested:

High-end confidential client, all rates must be commissionable. Please respond to Julia Smyth-Young