

TO BE COMPLETED BY PROPERTY SUBMITTING PROPOSAL:

Venue Name:	DoubleTree by Hilton Philadelphia Center City
Venue Contact Name:	Michelle Mercier
Venue Address:	237 S Broad St Philadelphia PA 19107
Venue Contact Phone #:	215-893-1683
Venue Contact Email Address:	Michelle.mercier@hilton.com

PLEASE COMPLETE THE FOLLOWING IN ITS ENTIRETY

<u>DATES:</u> Which dates within the preferred window can you accommodate?:	7/24-27/17
<u>RATES:</u> Government Per Diem Rate you can offer (or lower rate if possible):	\$152
<u>COMMISSION:</u> Can you offer the rate commissionable to Event Source Professionals Inc.?	10% commissionable
<u>TRANSPORTATION:</u> Is the hotel able to provide complimentary / discounted group airport shuttle services?	No
<u>GUEST ACCOMMODATION REQUIREMENTS:</u> When were the guest rooms last refurbished?	2009
Is there a resort fee? If so, what does it cover?	No
What is the tax rate? What is taxable?	15.5% occupancy tax
<u>GENERAL QUESTIONS/ REQUESTS:</u> Are there any anticipated construction or renovation projects scheduled over the dates of this program?	There are no construction or renovation projects scheduled over these program dates

Please provide information about the local crime rate.	We are located on one of the safest block in Center City Philadelphia
Are there any groups currently contracted that are in a similar industry as client?	No
<u>GENERAL QUESTIONS/ REQUESTS:</u> Is the hotel in foreclosure, bankruptcy or any delinquencies?	No
<u>GENERAL QUESTIONS/ REQUESTS:</u> Please provide a brief statement of your Green policy and any additional information regarding your properties environmental policy.	We offer the use of Hilton's LightStay Program to provide the carbon footprint of your meeting. We also use digital sales kits.
<u>CONCESSIONS:</u> Please list any concessions / additional enhancements / amenities and in-kind dollar value that you are willing make to this group.	Complimentary internet in guestrooms 3 rooms at the per diem rate for a site visit, based upon availability

ADDITIONAL INFORMATION NEEDED: Please include *specific proposed meeting space available for all breakouts, general session and meals on each day, lowest available room rate/government rate, meal pricing to meet per diem rates, AV pricing and detailed property floor plans with room dimensions.*

PLEASE INCLUDE YOUR PROPERTY NAME & 'ICARE 3 2017' IN SUBJECT LINE OF EMAIL RESPONSES (Ex. YOUR HOTEL NAME – ICARE 3 2017 Proposal)

ALL room rates and meeting space (if any) rental fees must be itemized in each proposal, as well as confirmation that Food & Beverage pricing will meet government per diems.

Please respond with complete proposal details **via EMAIL** to:

Erin Heath, CMP • Direct Tel: 972-712-0035 • Email: erin@espinc-usa.com