



# Contract

Client/Organization American Association of Petroleum Geologist	Event Date 6/15/2010 (Tue)	Telephone (970) 375-2000	Fax ( ) -	Event # E00275
Address 35 Michael Way, Durango, CO 81301		Booking Contact Kristi Nelson-Cohen	Site Contact Kristi Nelson-Cohen	Guests 60 (Pln)

MINIMUM GUARANTEED ATTENDANCE MUST BE RECEIVED WITHIN **72 HOURS** OF EVENT. IF ATENDANCE FALLS BELOW THE GUARANTEED NUMBER THE CLIENT WILL BE CHARGED FOR THE GUARANTEED NUMBER. GUARANTEED NUMBER MUST BE RECEIVED BY DATE/TIME INDICATED.

## BANQUET ROOMS

Banquet Room	Setup Style	Start	End	Arrival	Departure	Room Chg
Vallecito		7:15 am	8:15 am			0.00
Noble Hall Foyer		9:50 am	10:20 am			0.00
Ballroom		9:50 am	10:20 am			0.00
Noble Hall Foyer		2:50 pm	3:30 pm			0.00
Ballroom		2:50 pm	3:20 pm			0.00
Ballroom		4:00 pm	6:30 pm			0.00
San Juan/La Plata		7:00 am	5:00 pm			0.00

## FOOD & SERVICE ITEMS

Food/Service Items	Price	Qty	Total
<i>Breakfast · Tuesday, June 15 · 7:15 AM</i>			
Hearty Home Style Buffet (20 person min.)	10.00	40	400.00
<i>Meeting · Tuesday, June 15 · 9:50 AM</i>			
Early Riser	6.25	240	1,500.00
<i>Meeting · Tuesday, June 15 · 9:50 AM</i>			
Early Riser	6.25	130	812.50
<i>Afternoon Break · Tuesday, June 15 · 2:50 PM</i>			
Assorted Gourmet Cookies	11.00	7	77.00
Raspberry ribbon brownies	11.00	7	77.00
Banana Foster bars	11.00	4	44.00
Seattle's Best Regular Coffee	13.00	5	65.00
Seattle's Best Decaf Coffee	13.00	3	39.00
Lemonade	12.00	3	36.00
Iced Water	4.00	3	12.00
Attendant (3 hour min.)	20.00	2	40.00
<i>Afternoon Break · Tuesday, June 15 · 2:50 PM</i>			
Banana Foster bars	11.00	5	55.00
Raspberry ribbon brownies	11.00	5	55.00
Assorted Gourmet Cookies	11.00	4	44.00
Seattle's Best Regular Coffee	13.00	5	65.00

Seattle's Best Decaf Coffee	13.00	3	39.00
Lemonade	12.00	3	36.00
Iced Water	4.00	3	12.00
Attendant (3 hour min.)	20.00	2	40.00

New Sub-Events · Tuesday, June 15 · 4:00 PM

Onion and Cheese Dip	16.00	4	64.00
Potato Chips (serves 10-12 ppl)	4.00	7	28.00
Chips and Salsa (serves 10-12 ppl)	6.00	7	42.00
Mixed nuts (serves 10-12 ppl)	10.00	7	70.00
Pretzels (serves 10-12 ppl)	4.00	7	28.00
Bottled Soda / Bottled Water	1.75	100	175.00
Bartender Beer/Wine (4 hour min.)	15.00	6	90.00
Attendant (3 hour min.)	20.00	3	60.00

New Sub-Events · Tuesday, June 15 · 7:00 AM

Iced Water	4.00	1	4.00
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**COMMENTS & SPECIAL INSTRUCTIONS**

Breakfast · · 7:15 am

Please switch up this buffet from the previous day.

Meeting · · 9:50 am

Please substitute whole fruit in place of juices. Leave extra fruit for afternoon break

BAKERY: This group will be doing Early Risers every morning for 3 days. Please change-up the pastry platters a little each day so it isn't too repetitive (danish, muffins, quick breads, scones, etc.)

Meeting · · 9:50 am

Please substitute whole fruit in place of juices. Leave fruit for afternoon breaks.

BAKERY: This group will be doing Early Risers every morning for 3 days. Please change-up the pastry platters a little each day so it isn't too repetitive (danish, muffins, quick breads, scones, etc.)

Subtotal	4,009.50	Paid	0.00	Pay Method	Card Number
Tax	316.75	Balance	5,448.91	Card Type	Approval
Service Charge	1,122.66			Card Holder	Expires
Total Value	5,448.91			Signature	

Cancellations should be made a minimum of 4 business days in advance. Cancellations 3 business days prior to the event will result in a 75% charge from the estimated total. Cancellations on the *day of the event* will result in full payment of the event. I have read the above contract and agree to the terms and conditions as well as any terms and conditions on any contract addendum's which I may sign.

Client: \_\_\_\_\_

Date: \_\_\_\_\_

Sales Rep: \_\_\_\_\_

Date: \_\_\_\_\_