



2019 Kiwanis Mid Year Conference North & Board
 Mark McDonald
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Hello Mark,

Updated December 19, 2017

Thank you for your interest in the Flamingo Conference Resort and Spa for hosting the **2019 Kiwanis Mid Year Conference North & Board**. The Flamingo Resort is a privately owned destination hotel in the heart of beautiful Sonoma County. We are located at the western edge of the Sonoma Valley wine country and close to many of Santa Rosa's finest shopping and dining establishments. This historical landmark features contemporary amenities that are important to today's guests; it is the perfect location to host guest rooms and meetings. The resort includes 170 newly remodeled guestrooms, 14 suites and 13,000 sq. feet of meeting space.

The Flamingo has availability on the below dates for guest rooms and meeting space and is pleased to offer the following discounted guest room rates.

AVAILABLE DATES:

- January 30 - February 2, 2019
- February 27 – March 2, 2019

PROPOSED GUEST ROOM BLOCK:

Day	Wed	Thu	Fri	Sat	Sun
Superior King or Double-Double	2	10	50	30	C/O
Executive King	0	3	10	8	C/O
Pool View Suite	0	2	5	2	C/O
Total	2	15	65	40	C/O

GUESTROOMS

	Nightly Net Room Rates	
	January 30 - February 2, 2019	February 27 – March 2, 2019
Superior Double/Double / King	\$119	\$139
Executive King (with sleeper sofa bed, 4 diamond equal)	\$149	\$169
Pool View Suite	\$179	\$199

Executive King Balcony and Patio Suites are + \$20-40 (based on availability)

Rates are Single/Double occupancy and increase \$10 for each additional adult (17 and older) per room with existing bedding and are subject to the applicable 14.2% State & City taxes (subject to change).

CONCESSIONS:

- Complimentary use of Presidential Suite Wednesday night through Saturday night
- Complimentary use of one Parlor Suite Wednesday night through Saturday night
- 15% off one staff room from Wednesday night through Sunday night
- 15% off five staff rooms from Thursday night through Sunday night
- No Corkage fee for wine in guest room provided by guest

- Reduced corkage fee of \$8 per bottle in meeting space
- 70% guest room attrition (clause below)
- 3 week cutoff date
- Contract guest room rates are applicable 3 days pre and post dates based on availability
- Complimentary meeting room and guest room WIFI
- Complimentary Parking

ROOM RESERVATIONS:

On the below reservation cutoff date we will release for general sale any rooms which have not been reserved by your guests. All requests received after this date will be accepted on a rate and space available basis. Room block is suspect of reservation pace 90-120 days prior to arrival.

- Made By: Rooming List or Individual call in
- Reservation Cutoff Date: 21 days prior to arrival
- Guarantee By: Master Account – CC on File or individual credit cards

SLEEPING ROOM PAYMENT:

- **Rooming List/Master Account:** Room and Tax to Master Account and incidentals on own. (50% non refundable prepayment due 30 days prior to arrival and final payment due 3 days prior to arrival)
- **Individual Call in:** Room, Tax and Incidental charges such as restaurant, lounge, telephone, etc. are the responsibility of the individual and are payable at check-out.

GUESTROOM ATTRITION: Group guarantees Hotel 70% of the total contracted guest room block. Should the Group fall below this amount, Group will be responsible for the difference between the minimum guest room nights and actualized guest room nights multiplied by 70% of the Group room rate plus any applicable taxes.

CANCELLATION POLICY:

Should any single room cancellation occur 48 hours of date of arrival, individuals will be billed for one night’s room and tax. Groups cancelled 60 days prior to arrival for reasons other than those caused by Acts of God will be assessed a charge equal to the anticipated peak room night revenue of the group.

FOOD & BEVERAGE MINIMUM: Total of a \$15,000 food minimum required based on below meals (inclusive of tax – 8.625% and Service charge – 20%). Catering Menus attached.

FUNCTION SPACE:

DAY	START	END	FUNCTION	ROOM	SETUP	ATTD	Room Rental
Wednesday	8AM	11:59PM	Office & Storage	Redwood Room	TBD	--	Comp
Thursday	24 Hour Hold		Office & Storage	Redwood Room	TBD	--	Comp
Friday	24 Hour Hold		Office & Storage	Redwood Room	TBD	--	Comp
Friday	9AM	6PM	Committee Meeting	Oak Room	U Shape	20	\$150
Friday	1PM	5PM	Board of Trustee Meeting	Courtyard 1	Conference Style with Classroom	28	\$150
Friday	4PM	10PM	General Session Set up	Ballroom	TBD	--	\$0
Saturday	24 hour hold		Office & Storage	Redwood Room	TBD	--	Comp
Saturday	6AM	5PM	Registrations Area and Tabletops	TBD – Based on walkthrough of property	TBD	--	TBD
Saturday	7AM	9:30AM	Breakfast & Morning Session	Lounge	Rounds	40-50	Comp with food minimum being met
Saturday	8AM	10PM	General Session & Plated Lunch	Ballroom	Rounds of 10 or 12	300-400	Comp with food minimum being met
Saturday	9:30AM	4PM	Breakout Room #1	Courtyard 1	Theater	80	\$150
Saturday	9:30AM	4PM	Breakout Room #2	Courtyard 2	Theater	80	\$150
Saturday	9:30AM	4PM	Breakout Room #3	Oak Room	Rounds	30-50	\$150

Saturday	9:30AM	4PM	Breakout Room #4	Garden Room	Theater	30-50	\$150
Saturday	9:30AM	4PM	Breakout Room #5	Walnut Room	U shape	--	\$150
Saturday	8AM	10PM	Vendor Room	Alexander Room	Tabletops	--	\$150
Saturday	6PM	10PM	Reception & Dinner	Flamingo Room	Special	70-100	Comp with food minimum being met
Sunday	8AM	12PM	Office & Storage	Redwood Room	TBD	--	Comp
Sunday	7AM	12PM	Breakout Room #1	Courtyard 1	Conference	30	\$150

AVERAGE PER PERSON GROUP MEAL PRICE (INCLUSIVE OF TAX AND GRATUITY):

- \$22 Breakfast
- \$28 Lunch Buffet
- \$50 Dinner Buffet
- \$7-\$13 Breaks
- \$18 Reception

FOOD AND BEVERAGE MASTER ACCOUNG PAYMENT POLICY:

- Non-Refundable deposit of \$1,000 due at time of signed agreement
- Non-Refundable deposit of \$1,000 due 1 year prior to arrival
- Food and Beverage final payment due within 3 days prior to arrival

FOOD AND BEVERAGE CANCELLATION POLICY:

- Functions cancelled prior to the 90 day cutoff date will receive a full refund minus a \$200.00 processing fee.
- Functions cancelled 89 to 45 days prior to the event start date forfeit 50% of the deposit.
- Functions cancelled 44 to 30 days prior to the event start date forfeit 100% of the deposit.
- Functions cancelled 30 to 15 days prior the event start date subject to 75% of total estimated Food and Beverage and/or Room Rental charges.
- Functions cancelled 14 days or less prior to the event start date subject to 100% of total estimated Food and Beverage and/or Room Rental charges.

HOTEL FEATURES:

- All guest rooms are newly remodeled and feature Complimentary Wifi, mini refrigerator, Coffee/Tea, Blow Dryer, Ironing Board and in room dining.
- 5 ADA compliant guest rooms
- 10 connecting guest rooms
- Complimentary Self Parking
- Onsite Poolside Terrace Grille Restaurant
- Award winning Sunday Champagne Brunch
- Lounge with live music on the weekends
- Health Club and Spa with 5 tennis courts & 2 heated pools
- Conveniently located to numerous Wineries, Historic Downtown and serene parks and excursions.
- Nearby Golf Courses include Oakmont, Santa Rosa Country Club, and Bennett Valley club
- Within walking distance of Montgomery Village www.mvshops.com
- Hotel Video: <https://youtu.be/aK6lLy7zqTc>

Please feel free to contact me if you have any questions and I look forward to hearing from you and if the above arrangements are suitable and I will send you a letter of agreement for tentative room block reservations, currently no rooms or meeting space are being held. Thank you in advance for your consideration of the Flamingo Conference Resort and Spa.

Best regards,

Ashley Barndt

Sales Manager

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RESORT IMAGES:



Superior King and Double – Double



Executive King



Pool View Suites



Flamingo Room and Empire Room (Makes the Ballroom)



Alexander Room



Oak Room



Courtyard 1 Room



Courtyard 2 Room

Additional Image: <http://www.flamingoresort.com/>

Hotel Video: <https://youtu.be/aK6ILy7zqTc>