



January 7, 2019

Terri White  
Kentucky Educational Development Corporation  
Phone: (606) 929-2220  
Email: terri.white@kedc.org

**Reference#:** M-ECXIV1Y

Dear Terri White,

Thank you for choosing **Lexington Griffin Gate Marriott Resort & Spa**, located at 1800 Newtown Pike, Lexington, KY 40511, (859) 231-5100, to host the **KEDC Room Block**. This letter outlines the requirements we discussed for your event. We are committed to meeting your needs, delighting your guests, and providing high quality service and attention to detail during your group's stay.

**Rooms Information:** The Hotel agrees that it will provide, and KEDC Room Block intends to use, 15 room nights in the pattern set forth below:

Date	Day	Run of House	Total Rooms
01/17/2019	Thu	15	15

Start Date	End Date	Room Type	Rate
01/17/2019	01/17/2019	Run of House	\$130.00

The Hotel's room rates are subject to applicable state and local taxes (currently **16.07%**) in effect at the time of check out.

**Tax Exemptions:** If Kentucky Educational Development Corporation maintains tax exempt status, Kentucky Educational Development Corporation must provide Hotel with a valid tax exemption certificate(s) by **01/11/2019** in order to be exempt from tax charges. Group acknowledges that individual attendees do not qualify for tax exemptions.

**Resort Fee:** Room rates will be subject to a non-commissionable daily resort fee (currently \$15.00 per room per night, plus applicable state and local taxes) in effect at the time of check in. This charge is for Enhanced Wireless Internet, Putting Green and Driving Bay Access, Complimentary Club Storage, Welcome Bourbon Drink, Half day Bike Rental, Local and Domestic Long Distance Phone Calls, One Bottled Water in room, Shuttle to Horse Park 3 Daily pick-up scheduled, 10% Discount in Golf Shop, 50% Discount on Spa Enhancements. Covered amenities are subject to change. The resort fee, which will also be applied to transient guests, will not exceed \$15.00 per room per night for room nights' subject to this Agreement (inclusions are subject to change).

The group room rates listed above are net non-commissionable. KEDC Room Block will be responsible to pay any commissions due to any agency for this event.

Reservations for the Event will be made by a rooming list in a format provided by the Hotel. KEDC Room Block will forward its rooming list by **Friday, January 11, 2019, (the "Cutoff Date")**.

All reservations must be guaranteed with a major credit card or by KEDC Room Block. The Hotel will not hold any reservations unless secured by credit card.

**Compliance with Equal Opportunity Laws:** This section describes Marriott's obligations as a U.S. federal contractor. It does not apply to customers that are not part of the U.S. federal government or using funds from the U.S. federal government for this contract.

Marriott shall comply with all applicable laws, statutes, rules, ordinances, codes, orders and regulations of all federal, state, local and other governmental and regulatory authorities and of all insurance bodies applicable to the Hotel premises in performing its obligations under this Agreement.

Marriott (referred to as "contractor" in this section) shall comply with Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Assistance Act, as amended, which are administered by the United States Department of Labor ("DOL"), Office of Federal Contract Compliance Programs ("OFCCP"). The equal employment opportunity clauses of the implementing regulations, including but not limited to 41 C.F.R. §§ 60.1-4, 60-300.5(a), and 60-741.5(a), are hereby incorporated by reference, with all relevant rules, regulations and orders pertaining thereto. **This contractor and subcontractor shall abide by the requirements of 41 C.F.R. §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.**

Marriott also shall comply with Executive Order 13496 and with all relevant rules, regulations and orders pertaining thereto, to the extent applicable. The employee notice clause and all other provisions of 29 C.F.R. Part 471, Appendix A to Subpart A, are hereby incorporated by reference.

To the extent applicable, Marriott shall include the provisions of this section in every subcontract or purchase order so that such provisions shall be binding upon each contractor, subcontractor or vendor performing services or providing materials relating to this Agreement and the services provided pursuant to the terms hereof.

**Electronic Signature:** In accordance with federal law, the parties may execute this Letter of Intent electronically – equaling to the same degree as a handwritten signature – by using the following process to create an electronic symbol signifying intent. The party must fill in the name, title, and date below, and insert a blackened box (“■”) at the end of the line marked “Electronic Signature” (**Replace Empty Box with Blackened Box**).

**SIGNATURE**

Name: (Print) Terri White

Signature: (Sign) 

Title: (Print) Executive Assistant

Date: (Print) 1-8-19

Electronic Signature  
(**Replace Empty Box with Blackened Box Here**):

\*This may be done in Microsoft Word using the commands “Insert” and “Symbol,” choose the blackened box, and then click “Insert.”

Sincerely,

Ivan Cordova / saa  
Sales Manager  
Phone: (847) 318-4651  
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