



Friday January 16, 2015

Event Order

NHRMA Strategic Meeting

BEO # 10103-1-1

EVENT NAME: NHRMA
POST AS: NHRMA Strategic Meeting
BOOKING CONTACT: Patty Hickok
TELEPHONE: 907.602.5129
ADDRESS: 16602 River Heights Loop
EAGLE RIVER, AK 99577
hickok_p@yahoo.com

BOOKING NUMBER 10103
Group Master Reservation: 148408
Market Type: gcorp

Account Manager: Kate Davis
Event Planner: Kate Davis
Onsite Contact:

Company Code:

Cost Center:

Folio Number: 177610

Transportation:

Parking:

| Date | Time | Room | Function | Setup | AGR | SET |
|-----------|-----------------|----------------------|----------|------------------|-----|-----|
| 1/16/2015 | 1:00PM - 8:00PM | Brightwood Boardroom | Meeting | Conference Style | 14 | 14 |
| 1/16/2015 | 6:00PM - 8:00PM | Tamarack Hall | Buffet | Existing | 14 | 14 |

MENU

ROOM SETUP / AUDIO VISUAL

Function: Meeting Event: 1:00 pm to 8:00 pm

Room: Brightwood Boardroom

PM Break set inside room

Chef's choice CMP lunch buffet set inside room on counter

Per Person Private Buffet Chg

14
\$ 5.00 per Each

Function: Meeting Event: 1:00 pm to 8:00 pm

Room: Brightwood Boardroom

SETUP

Standard set

Conference table set for 14

TECHNOLOGY

Existing LCD with PC VGA to table

Free Wi-Fi

(1) Flipchart package

14 1/2 Day CMP w/ Lunch & Dinner @ 125.00ea.

Appropriate taxes will be applied to all charges.

Client Authorization

Signature: Patty Hickok Date: 1/16/15

Cedarbrook Authorization

Signature: _____ Date: _____



Friday January 16, 2015

Event Order

NHRMA Strategic Meeting

BEO # 10103-1-3

EVENT NAME: NHRMA
POST AS: NHRMA Strategic Meeting
BOOKING CONTACT: Patty Hickok
TELEPHONE: 907.602.5129
ADDRESS: 16602 River Heights Loop
EAGLE RIVER, AK 99577
hickok_p@yahoo.com

BOOKING NUMBER 10103
Group Master Reservation: 148408
Market Type: gcorp

Account Manager: Kate Davis
Event Planner: Kate Davis
Onsite Contact:

Company Code:

Cost Center:

Folio Number: 177610

Transportation:

Parking:

| Date | Time | Room | Function | Setup | AGR | SET |
|-----------|-----------------|----------------------|----------|------------------|-----|-----|
| 1/16/2015 | 1:00PM - 8:00PM | Brightwood Boardroom | Meeting | Conference Style | 14 | 14 |
| 1/16/2015 | 6:00PM - 8:00PM | Tamarack Hall | Buffet | Existing | 14 | 14 |

MENU

Function: Buffet
Room: Tamarack Hall
Chef's choice CMP dinner buffet

Event: 6:00 pm to 8:00 pm

ROOM SETUP / AUDIO VISUAL

Function: Buffet
Room: Tamarack Hall
Chef's CMP Dinner Buffet
Offer house red and white wines with dinner
Bill all to folio

SETUP
Standard CMP dinner buffet set
Shoji screens set in center of room - NOT A PRIVATE SPACE
Reserved Rounds on North side of Tamarack
Cedarbrook house linen and beige tent-fold napkins
Preset existing house flowers and 3 votives per table
Preset water glasses and universal wine glasses

TECHNOLOGY
House sound for background music

Appropriate taxes will be applied to all charges.

Client Authorization

Signature: Patty Hickok Date: 1/6/15

Cedarbrook Authorization

Signature: _____ Date: _____

18525 36th Avenue South
SeaTac, Washington, 98188
Telephone: 866.901.9268 ♦ 206.901.9268
Fax: 206.901.9269
www.cedarbrooklodge.com

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Tuesday, January 06, 2015
1:05:19PM



Saturday January 17, 2015

Event Order

NHRMA Strategic Meeting

BEO # 10103-2-2

EVENT NAME: NHRMA
POST AS: NHRMA Strategic Meeting
BOOKING CONTACT: Patty Hickok
TELEPHONE: 907.602.5129
ADDRESS: 16602 River Heights Loop
EAGLE RIVER, AK 99577
hickok_p@yahoo.com

BOOKING NUMBER 10103
Group Master Reservation: 148408
Market Type: gcorp

Account Manager: Kate Davis
Event Planner: Kate Davis
Onsite Contact:

Company Code:

Cost Center:

Folio Number: 177610

Transportation:

Parking:

| Date | Time | Room | Function | Setup | AGR | SET |
|-----------|-----------------|----------------------|-----------|------------------|-----|-----|
| 1/17/2015 | 7:00AM - 8:00AM | Tamarack Hall | Breakfast | Existing | 14 | 14 |
| 1/17/2015 | 8:00AM - 5:00PM | Brightwood Boardroom | Meeting | Conference Style | 14 | 14 |

MENU

ROOM SETUP / AUDIO VISUAL

Function: Breakfast
Room: Tamarack Hall
Continental Breakfast
Event: 7:00 am to 8:00 am

Function: Meeting
Room: Brightwood Boardroom
AM & PM breaks set inside room on counter

Chef's choice CMP lunch buffet set inside room on counter
Event: 8:00 am to 5:00 pm

Per Person Private Buffet Chg
14
\$ 5.00 per Each

Function: Meeting
Room: Brightwood Boardroom
SETUP
Standard set
Conference table set for 14

TECHNOLOGY
Existing LCD with PC VGA to table
Free Wi-Fi
(1) Flipchart package
Event: 8:00 am to 5:00 pm
14 Full Day CMP with Lunch @ 109.00ea.

Appropriate taxes will be applied to all charges.

Client Authorization

Signature: Patty Hickok Date: 1/6/15

Cedarbrook Authorization

Signature: _____ Date: _____

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