



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:  
Transportation:

Cost Center:

Folio Number: 177610  
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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