



COUNTRY INN MADISON  
 400 RIVER PLACE  
 MADISON, WI 53716  
 PHONE: 608.221.0055  
 Email: cx\_mono@countryinn.com

## Room Block Agreement

This Agreement for hotel accommodations is made between **Country Inn Madison 400 River Place Madison, WI 53716** and **Group Name ("Group")**. The Group and Hotel for and in consideration of the mutual promises and covenants expressed herein, agree to the terms and conditions of this Agreement.

Group: **Group Name: Badger Motor Officers Association**

Person in Charge: Jim Hodges

Post As:

Address: PO Box 267

Phone: 608-225-6781

Fax:

City, State, Zip: McFarland, WI 53558

Event Date(s): August 14-17 2019

Email:

### Acceptance

Prior to execution by both parties, this document represents an offer by the Hotel, to guarantee rates quoted, the availability of guest rooms, and the reservation of your block, this agreement must be signed, dated and returned by **Monday 6/17/2019**. When signed by authorized representatives of both parties, this Agreement constitutes a binding agreement between the Group and Hotel.

### Room Block Commitment

The Hotel agrees that it will provide, and **Badger Motor Officer Associations** agrees that it will be responsible for utilizing room nights in the pattern/rates set forth below.

### Room Block Details

Date(s)	Qty	Room Type	Rate(s)	
			Room	Tax*
08/14/2019	10	Double Queens	\$82.00	Exempt

Guest Room Check-in Time 3:00 PM

Check-out time 12:00 PM

\*Hotel room rates are subject to applicable state and local hotel/motel taxes (currently 13.5%) in effect at the time of check-out

**Cutoff Date**

The Hotel agrees to hold the above-noted room block until **August 01, 2019**. After the Cutoff Date, Hotel will review the reservation pickup for the Group, release the unreserved rooms for general sale, and determine whether Hotel can accept reservations based on a space- and rate-available basis.

**Reservation Method**

Reservations will be made by Rooming List

Group will provide Rooming List to Hotel on or before the Cut-Off Date. To guarantee these reservations, Group will **fill out, sign, and return** attached Credit Card Authorization form if paying with major credit card. If Group is to guarantee reservations by a Direct Bill Account, the attached Credit Application form will be **filled out, signed, and returned** by the Cutoff Date.

Hotel requests that any changes to original Rooming List be made 72 hours prior to check-in date.

or

Reservations will be made by individual Guests

Reservations will be made by Guests calling the Hotel directly at (608) 221-0055 and referring to the **Group Name** block. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. Hotel will not hold any reservations unless secured by one of these methods.

**Cancellations/No Shows**

Individual cancellations will be accepted up to **48 hours prior** Any cancellations received after this time will be subject to one night's room and tax. Any guaranteed no-shows will be billed one night's room and tax.

**Room Block Cancellation**

Any room block, which is canceled past the Cutoff Date, will be required to pay 100% of the cost of the rooms blocked. This will equal the number of rooms released, multiplied by the single room rate plus tax.

**Commission**

The group room rates are confirmed on a net non-commissionable basis.

**This agreement is NOT finalized until signed and returned.**

**Group Name**

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Country Inn**

**Authorized Signature: Tamisha Pearnell-AGM** \_\_\_\_\_ **Date: 06/13/2019** \_\_\_\_\_