

# **CONTRACT NEGOTIATIONS**

Corporate Travel & Conventions is one of the top small to mid size corporate agencies in the US. Our preferred suppliers know us, respect us, and work with us in a very professional manner. Our venues know that we work hard for our clients but they also know that we respect them as suppliers and know that we will work with them and support their efforts to offer the best rates for their venues. Since we are in contact with our venues on a daily basis we have a tremendous insight into the economics of the meetings industry... insight we use to negotiate the most favorable terms possible for our clients.

## **Experience**

When it comes time to negotiate meetings and event-related contracts, you want experienced professionals representing your interests. Chris Morse and Betty Powers have over 35 years experience in the hospitality industry. Chris Morse has been Director of Sales for major hotel brands, Corporate Travel Planner for major fortune 500 companies and is one of the most respected Corporate Planners, third party planners in the travel industry. Chris and Betty take into account both the “hard dollar” meeting costs as well as the many hidden risks clients face when negotiating a hotel contract.

## **The Contract**

There are more than 55 negotiable terms in a hotel contract that can cost your company a great deal if not handled correctly. We understand every detail in these contracts and know what to look for. We anticipate problems and help protect our clients against these potentially costly and often overlooked details. We work hand in hand with the venues to make sure that our program meets their goals, and that our goals fit their offer.

## **The Bidding Process**

Without favor or bias, we facilitate the bidding process between interested venues, and negotiate the final contracts detailing all space requirements, rates, concessions, and risk-associated clauses, A/V and Food and Beverage. We ask the venue for other conferences or conventions/meetings that are being held at the same time to see if we can dovetail with them to lower A/V and food costs. We have pre-negotiated contracts with many of the largest hotel groups. Client-friendly features include:

- No add-on clause
- Favorable attrition clause (normally 20%, we try and ask for 30%)
- Pre and post group room rates (1-2 day per and post, we try for 3-4 days, especially in the most favorite cities: Las Vegas, Orlando, New York, Prague, Paris etc.)
- Group rates available after cut-off dates (extend cut off dates as registration process dictates.
- Special client-friendly cancellation terms
- Food and Beverage programs that might include free cocktail party, networking events and other social gatherings that can save you money

## **Conclusion**

1. We work and negotiate with you and the vendor to make sure that both parties achieve their goals. In doing this we achieve the best rates for our clients
2. We keep you informed on a daily basis
3. We know F/B so we strive to make sure that we get the best rates for your program. Food is the second most important part of any contract or negotiations.
4. We know A/V and strive to make sure that you have all required A/V support
5. We make sure that the rate we negotiate is equal to or better than internet rates that will affect your contract in regards to room requirements.
6. We find out if any other events are scheduled at the same time in the venue that we negotiate with to see if we can piggyback on other food and beverage contracts.