

**EVENT ORDER**

ST. PETERSBURG MARRIOTT CLEARWATER
12600 Roosevelt Boulevard, North, St. Petersburg, FL 33716
PHONE:(727) 572-7800

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Event Order #: 843875
Quote #: M-P7FHWSH
Folio #: 10782

FUNCTION DAY/DATE: Thursday, February 02, 2023

ORGANIZATION: Pinellas County

POST AS: Pinellas County Meeting

BILLING ADDRESS: 315 Court Street, Clearwater, FL 33756-5165

CUSTOMER: Brian Lowack

Phone #: (727) 464-3485

Fax #:

IN-HOUSE CONTACT: SAME

MANAGERS: Patricia Ramirez-Assereto

DATE PRINTED: Friday, January 27, 2023

GUARANTEE OF ATTENDANCE IS REQUIRED 96 HOURS (4 WORKING DAYS) PRIOR TO FUNCTION. OTHERWISE THE EXPECTED WILL BECOME THE GUARANTEE. ROOM ASSIGNMENT IS SUBJECT TO CHANGE

TIME	FUNCTION	LOCATION	ROOM RENTAL	ATTENDANCE		
				EXP	GTD	SET
8:30 AM-9:30 AM	Set Up	Clearwater Ballroom	\$500.00	40		
9:30 AM-11:30 AM	Meeting	Clearwater Ballroom		40		

9:30 AM Meeting Clearwater Ballroom

(4) Starbucks Brand Coffee @ \$80.00 per Gallon

(4) Fresh Baked Danish and Muffins @ \$34.00 per Dozen

ROOM SET-UP

8:30 AM-9:30 AM *Set Up* *Clearwater Ballroom*
Special
See diagram- U shape for 26 people
School room for 12 -2 X table
25 Chairs to line the perimeter of room.
(2) 6' tables with 2 chairs each
(1) Podium
(1) Registration table-2 chairs

9:30 AM-11:30 AM *Meeting* *Clearwater Ballroom*
Special

AUDIO VISUAL

8:30 AM-9:30 AM *Set Up* *Clearwater Ballroom*
(7) Podium mics - \$700.00 (1) mic at the podium/ The rest to be spread out on U-shape)
(4) 20-amp power drops - \$120.00

BILLING SUMMARY

8:30 AM-9:30 AM *Set Up* *Clearwater Ballroom*
This event Order will serve as your contract, In the event you cancel this scheduled event a Cancellation Fee of \$800 will apply. The Cancellation Fee is based on meeting room rental and anticipated food and beverage costs.
A credit card on file is required to confirm arrangements. A \$300 deposit will be processed to the credit card upon receipt of the contract. Balance will be processed (5) business days prior upon receipt of the final guarantee.

All Prices are Subject to Taxable 25% Service Charge and 7% Sales Tax

Signature: _____

If in agreement, please sign one copy and return