



Providence Biltmore

RESERVE YOUR PLACE IN HISTORY

March 27, 2014

Shawn Quirk
International Film Festival
268 Broadway
Providence, RI 02903

Re: RI Film Festival 2014 - August 04 to August 11, 2014 - Courtesy Block

Dear Shawn,

All arrangements are being held on a tentative basis at this time, pending your approval. Please review and if everything is in order, sign and return this letter to me no later than **Tuesday, April 8, 2014**.

It is our understanding that reservations will be made by the individual directly with the Hotel Reservations Department by the cutoff date of **Sunday, July 13, 2014**, as *after this date, availability cannot be guaranteed*. In order to receive the preferred rate, please ensure the individual callers indicate they are with **RI Film Festival 2014**. Reservation requests received after the cutoff date will be accepted on a space available and a rate available basis. Your guests may call our Reservations Department directly at **401-421-0700**. Reservations can also be made by the Booking Link provided by the hotel once the block has been confirmed.

The hotel agrees to provide guestrooms as follows:

	Mon 08/04/14	Tue 08/05/14	Wed 08/06/14	Thu 08/07/14	Fri 08/08/14	Sat 08/09/14	Sun 08/10/14
	4		4				
Junior Suite King	1	2	3	4	4	3	1
Superior King	1	3	3	5	4	3	1

We are pleased to offer the following guestroom rates:

Room	Single Rate	Double Rate
Junior Suite King	169.00	169.00
Superior King	149.00	149.00

Rates are based on single or double occupancy and are subject to applicable state and local taxes in effect at the time of check-in. Currently, the tax is 13% which includes a 7% State Sales Tax and 6% Occupancy Tax. Our additional person charge is \$10.00 per room, per night. Children under the age of 18 years, sharing with parents and using existing bedding are free of charge.

Based on availability, the abovementioned rates will be made available 3 days either side of the block to those guests who wish to stay longer. Once individual reservations are made we ask for 48 hours notification to avoid a cancellation fee of 1 night's accommodation.

Should additional rooms be required once the initial allocation of rooms has been reserved, the hotel reserves the right to provide a new cut off date at any time or close the block if rooms are not being reserved. Increases to group blocks will always be subject to room availability at the time of the request.

11 Dorrance Street • PROVIDENCE, RI 02903
Telephone 401-421-0700 • Facsimile 401-455-3040
www.ProvidenceBiltmore.com

Check-in time is 3:00 p.m. Guest rooms are not available before this time. If you require earlier check-in to accommodate events and schedules, please reserve guest rooms on the prior night. We are unable to take requests for early check-in.

Check-out time is 11:00 a.m.

Please confirm your acceptance and understanding of the terms by which this Courtesy Block is provided by signing below and returning to me by **Tuesday, April 08, 2014.**

Sincerely,

Joy Lubrano
Sales Manager

Authorized Signature

Date