

Kingsgate Marriott Conference Center at the University of Cincinnati

(513) 487-3800

Check #: 881951
 Print #: 1
 Status: Posted
 Business Type: Local
 Function Space: MULTIPLE
 Event Manager: Terri Ford

Local 12 WKRC Meeting
 10706 Beaver Dam Road
 Hunt Valley, MD 21030-2207
 (410) 467-4545

Page #: 1
 Folio #: 669
 Bill Method: Credit Card
 Event Order #: 972228

Contact: Lisa Ward
 Tuesday, May 10, 2016

Quantity	Item	Unit Price	Total Price
Food			
	Continental Breakfast, Amphitheater II (Rm 144)		
52	Kingsgate Continental Breakfast	\$18.00	\$936.00
	Lunch, Amphitheater II (Rm 144)		
52	Tex Mex Lunch Buffet	\$28.00	\$1,456.00
	Subtotal Food		\$2,392.00
	Banquet Service Charge Local @ 24%		\$574.08
	Banquet State Sales Tax Local @ 7%		\$207.62
Audio Visual			
	Meeting, Amphitheater II (Rm 144)		
1	Flipchart Easel, Pad & Markers Package	\$50.00	\$50.00
	Subtotal Audio Visual		\$50.00
	A/V Service Charge Local @ 24%		\$12.00
	A/V State Sales Tax Local @ 7%		\$4.34
Nontaxable Audio Visual			
	Meeting, Amphitheater II (Rm 144)		
1	Existing Drop Down Screen	\$25.00	\$0.00 Complimentary
	Subtotal Nontaxable Audio Visual		\$0.00
	A/V Service Charge Local @ 24%		\$12.00
	Banquet Service Charge Local @ 24%		\$574.08
	A/V State Sales Tax Local @ 7%		\$4.34
	Banquet State Sales Tax Local @ 7%		\$207.62
	Grand Total:		\$3,240.04

Signature: _____

GUEST COPY

All prices are subject to taxable 24% service charge (Subject to change) and 7% sales tax.

Marriott Proprietary and Confidential

**EVENT ORDER**

KINGSGATE MARRIOTT CONFERENCE CENTER AT THE
UNIVERSITY OF CINCINNATI
151 Goodman Drive, Cincinnati, OH 45219
PHONE: (513) 487-3800

Page # 1 of 2
Event Order #: 972228
Quote #: M-6CK115U
Folio #: 669

CONFERENCE CENTERS

FUNCTION DAY/DATE: Tuesday, May 10, 2016

ORGANIZATION: Sinclair Broadcast Group, Incorporated

POST AS: Local 12 WKRC Meeting

BILLING ADDRESS: 10706 Beaver Dam Road, Hunt Valley, MD 21030-2207

CUSTOMER: Lisa Ward

Phone #: (513) 763-5402

Fax #:

IN-HOUSE CONTACT: SAME

MANAGERS: Terri Ford

DATE PRINTED: Tuesday, May 03, 2016

GUARANTEE OF ATTENDANCE IS REQUIRED 72 HOURS (3 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-2:00 PM	Meeting	Amphitheater II (Rm 144)		40		
8:30 AM-10:00 AM	Continental Breakfast	Amphitheater II (Rm 144)		40		
12:00 PM-2:00 PM	Lunch	Amphitheater II (Rm 144)		40		

8:30 AM Continental Breakfast**Kingsgate Continental Breakfast**

Strawberry Yogurt & Assorted Pastries, Bagels & Breakfast Breads w/ Preserves, Cream Cheese & Butter

Sliced Fresh Fruit

Fresh Orange and Cranberry Juice

Starbucks Coffee, Decaffeinated Coffee, and Herbal and Iced Tea with appropriate condiments

\$18.00 per Person

12:00 PM Lunch**Tex Mex Lunch Buffet**

Mixed Green Salad with Corn, Tri-Colored Tortilla Strips & Adobo Ranch Dressing

Jicama Lime Salad with Sea Salt

Corn, Poblano Pepper & Black Bean Salad with Cumin & Sour Cream

Grilled Seasonal Vegetables with Tomatillo Vinaigrette

Brown Rice with Sweet Peppers, Cilantro & Lime

Chicken Fajitas with Traditional Condiments

Tequila Lime Grilled Steak

Cheese Enchilada with Rancho Chili Sauce & Queso Fresco

Fresh Fruit

Flan

Churros

Starbucks Coffee, Decaffeinated Coffee, and Herbal and Iced Tea with appropriate condiments

\$28.00 per Person

BANQUETS

8:30 AM-2:00 PM

Meeting

Amphitheater II (Rm 144)

Marriott Proprietary and Confidential



CONFERENCE CENTERS

EVENT ORDER

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151 Goodman Drive, Cincinnati, OH 45219
PHONE: (513) 487-3800

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Event Order #: 972228
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FUNCTION DAY/DATE: Tuesday, May 10, 2016

ORGANIZATION: Sinclair Broadcast Group, Incorporated

Breakfast begins at 8:30am.
Meeting begins at 9am
Lunch available from 12pm - 2pm.
Please leave the hot food from the lunch buffet out until 1:30pm and then leave the desserts
and coffee out until 2pm.
Trays and tray jacks inside of the room.

ROOM SET-UP

8:30 AM-2:00 PM Meeting Amphitheater II (Rm 144)
Schoolroom

*Water, Pads, Pens and Candy

Existing set up with water, pads, pens and mints.
Please set a small short cocktail round in the center of the lower "U" for the contacts
projector.
Food buffets set just outside of the room.

AUDIO VISUAL

8:30 AM-2:00 PM Meeting Amphitheater II (Rm 144)
(1) Existing Drop Down Screen @ \$25.00 Each

Guest will provide own LCD and laptop.
May require a flip chart with markers. \$50

PARKING DETAILS

8:30 AM-2:00 PM Meeting Amphitheater II (Rm 144)
*Parking Passes Included with Package

- for local attendees only
- overnight guests pay \$10/seat rate

A customary 24% taxable service charge (Subject to change) and state sales tax of 7% will be added to all event charges.

Signature: _____

If in agreement, please sign one copy and return

Subject:

FW: Card Not Present Transaction Approved

See your transaction details



Hello, JONATHAN
LAWHEAD

Account Ending:
71003



You requested to be notified whenever your Card was not present at the time of a purchase.

Transaction Details

Date: **Mon, May 16, 2016**
Amount: **\$3,240.04**
Merchant Name: **MARRIOTT KINGSGATE**

The amount above may not reflect the final transaction amount as some merchants issue a pre-authorization charge. You can [track this pending charge online](#) and be notified when the final amount is posted to your account.

If you still have questions about this transaction, we suggest contacting the merchant directly.

Thank you for your Card Membership.

American Express Customer Care



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[Community @Amex](#)
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Your community.



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AGNEUALE0024004



GUEST FOLIO

ROOM LOCAL 12 WKRC MEETI .00 05/10/16 15:05 669
NAME RATE DEPART TIME ACCT#
TYPE SINCLAIR BROADCAST G 05/09/16
ARRIVE TIME
16 10706 BEAVER DAM ROA
ROOM XXXXXXXXXXXXXXXX1003
CLERK HUNT VALLEY MD 21030-2207 PAYMENT MRW#:
ADDRESS

DATE	REFERENCE	CHARGES	CREDITS	BALANCE DUE
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05/10 BANQUETS 881951 3240.04
05/16 CCARD-AX 3240.04
PAYMENT RECEIVED BY: AMERICAN EXPRESS XXXXXXXXXXXXXXXX1003

.00



This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amount shown in the credits column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X _____