



HYATT REGENCY LEXINGTON
401 W HIGH STREET

LEXINGTON, KY 40507- US

Telephone: (859) 253-1234
Fax: (859) 254-7430

April 3, 2017

CATERING CONTRACT

GROUP NAME: LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT- AGING SERVICES
 FUNCTION NAME: SENIOR INTERN APPRECIATION LUNCHEON
 CONTACT NAME: KRISTY STAMBAUGH
 ADDRESS: 200 EAST MAIN STREET
 LEXINGTON, KY 40507
 PHONE NUMBER: (859) 258-3806
 FAX NUMBER:
 EMAIL ADDRESS: kstambau@lexingtonky.gov1

Day	Date	Function	Time	Set Up	# of guests	Room Rental
Friday	6/16/2017	SET UP	10:30 AM - 02:00 PM	BANQUET ROUNDS OF 10	200	\$ 0
Friday	6/16/2017	REGISTRATION	11:30 AM - 12:00 PM	REGISTRATION	200	\$ 0
Friday	6/16/2017	LUNCHEON	12:00 PM - 02:00 PM	BANQUET ROUNDS OF 10	200	\$ 0

LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT- AGING SERVICES ("Group") and HYATT REGENCY LEXINGTON ("Hotel") agree as follows:

DEFINITE BOOKING

Once you sign and return this agreement, your reservation will be confirmed and considered a definite booking. This signed contract is due on 4/28/17.

MINIMUM REVENUE COMMITMENT

Based on the approximate number of guests set forth above, a minimum of \$4,200.00 in combined banquet food and beverage will be spent at your function. This minimum does not include guestroom charges, service charges, any applicable taxes, labor charges, audiovisual, or any other miscellaneous charges incurred. Should the minimum revenue not be achieved, the remaining balance will be applied as meeting room rental.

CANCELLATION POLICY

Either the Hotel or Group may cancel this contract without cause at any time prior to the event by paying to the other party liquidated damages (agreed not to constitute a penalty) based on the following scale:

More than six(6) months from arrival date (40% of estimate revenue)	\$1,680.00
Less than six(6) months to one(1) month from arrival date (75% of estimate revenue)	\$3,150.00
Less than one(1) month up to arrival date (90% of estimate revenue)	\$3,780.00

Cancellations made under this provision shall be made by the canceling party to the non-canceling party by written notice and payment of the liquidated damages due at that time.

HOTEL INITIALS

CLIENT INITIALS

be asserted by third parties arising out of the performance of Group's obligations pursuant to this Agreement, except those actions which are due to the misconduct or negligence of Hotel.

INSURANCE

Group and Hotel are required to insure their obligations set forth in the section entitled "Indemnification and Hold Harmless" above, and to provide evidence of such insurance upon request. For any activity introduced onto the premises by an outside contractor hired by Group, Group will be fully responsible for the actions of such outside contractor. Upon request, Group will provide a certificate of insurance covering the actions of such outside contractor, naming the Hotel and Hyatt Corporation as additional insureds with regard to the activities of such outside contractor.

PERMITS/LICENSES

In the event that the Group's function requires a permit or license from any governing body, local, state or federal, the Group is solely responsible for obtaining such license or permit at Group's expense.

EVENT ROOM

The Hotel reserves the right to assign another room for the Customer's functions in the event the room originally designated for such function shall be unavailable or inappropriate, in the Hotel's sole opinion.

CHANGES; NOTICE

Any changes to these terms must be made in writing and signed by both parties to be effective. Any modifications, additions or corrective lining out made on this Agreement will not be binding unless such modifications have been signed or initialed by both parties. Any notice hereunder shall be given to the individuals listed on the first page of this Agreement at the addresses set forth herein. Notice must be given through certified or registered mail, return receipt requested, overnight delivery, with a signature signifying receipt, or by facsimile in order to be effective under this agreement and shall be deemed delivered upon receipt.

DAMAGES

Neither party shall be liable to the other for any special, indirect, incidental, consequential, punitive or exemplary damages, including, but not limited to, lost profits, even if such party has knowledge of the possibility of such damages.


PRIVACY OF PERSONAL INFORMATION

Hotel complies with the Global Privacy Policy for Guests which is available at <http://privacy.hyatt.com> (the "Privacy Policy"). If applicable, Group agrees to inform guests or event attendees at the hotel ("Guests") where they may access the Privacy Policy. Group affirms that it (and its agent of record, if applicable) is authorized to provide, request, and receive information pertaining to Guests as is necessary pursuant to the Guests' hotel stay, event attendance or under this Agreement. Further, Hotel will protect and use personal data about Guests that Hotel receives in connection with its performance of this Agreement and as set forth in the Privacy Policy.


BINDING AGREEMENT

This Agreement constitutes the full agreed to terms by both parties. Any changes to these terms must be made in writing and signed by both parties to be effective. All prior agreements, verbal or written, are no longer effective once this Agreement is signed by the parties.

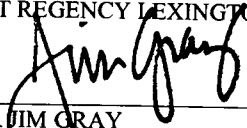
Date: 4/13/17

Signature: 
JENNIFER L AMBS
DIRECTOR OF CATERING AND
CONVENTION SERVICES
(HYATT REGENCY LEXINGTON)

Date: 4/13/17

Signature: 
MARIE G. MURRAY
CATERING SALES MANAGER
(HYATT REGENCY LEXINGTON)

Date: 5-11-17

Signature: 
Printed: MAYOR JIM GRAY
(LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT)

HOTEL INITIALS 

CLIENT INITIALS 

MAYOR JIM GRAY



LEXINGTON

KRISTY STAMBAUGH
DIRECTOR
AGING & DISABILITY SERVICES

TO: Mayor Jim Gray
Honorable Members, Urban County Council

FROM: 
Chris Ford, Commissioner of Social Services

DATE: April 17, 2017

SUBJECT: Hyatt Regency Lexington Catering Contract for the Senior Intern Luncheon

Request:

Request Council Authorization for the Mayor to execute a Catering Agreement with the Hyatt Regency Lexington for catering services for the annual Senior Intern Alumni Luncheon on Friday, June 16, 2017.

Purpose:

This contract will provide for the space, AV equipment, and catering of the annual Alumni Luncheon for the Senior Intern Program.

Budgetary Implication:

The total cost is not to exceed \$5,500, depending on the number of attendees, with the minimum cost being \$4,200. Typical cost of event is slightly over the \$4,200 minimum.

Are the funds budgeted? Yes. This contract will be paid from the following accounts:

1103-606102-6063-71299 (Hotel services)	\$3937.00
1103-606102-6063-75101 (AV equipment from hotel)	\$1563.00

File Number: 0441-17

Director/Commissioner: Kristy Stambaugh/Chris Ford

