

Executive Summary of the Contract

Boar's Head Resort



Hotel Amenities and Services

- **Parking**
 - Complimentary
- **Breakfast/Dining**
 - Restaurants- Mill Room, Racquets Fresh Market, Birdwood Bar & Grill
- **WiFi**
 - Complimentary WiFi
- **Fitness**
 - Birdwood Championship 18 Hole Golf Course
 - The Nest Par 3 Course
 - Ridges 18 Hole Putting Course
 - Boar's Head Sports Club- Tennis, Squash, Pickleball, Fitness Floor, Group Exercise Classes, Pool
 - Full-Service Spa and Resort Pool
- **Laundry**
 - Send out laundry service available through local laundry partner
- **Transportation**
 - N/A
- **Other Amenities**
 - Boar's Head Outfitters- Teambuilding and Activities
 - Fishing
 - Hiking

Lodging Rates

- From April through November, all weekend stays require a 2-night minimum of a Friday check-in and Sunday departure. Boar's Head Resort reserves the right to offer single-night stays at its discretion.
- Special Event Weekends are dates in which there is a two-night minimum stay required:
 - All state and National Holiday weekends
 - UVA Alumni/Reunion weekends
 - Homecoming Weekends
- Hotel will waive the per room resort fee for all University booked business. Resort fee services include the following: wireless internet access, parking, use of fitness center (including sauna and steam rooms), and use of Hotel's fishing equipment.

Local Lodging	Nightly Rate
University Business: Employees, Students, Guests	Discount <u>20% off BAR</u>
Friends & Family	Discount <u>20% off BAR</u>
Visiting Athletic Teams	Negotiated per reservation

*BAR- Best Available Rate

Conference Room Rates & Fees

Banquet Room	Square Feet	Standard Room Rental	UVA Discounted Room Rental (25% Discount)
Albemarle	728	\$500.00	\$375.00
Original Ballroom	3,330	\$2,000.00	\$1,500.00
Blue Ridge	620	\$500.00	\$375.00
Executive Boardroom	1,128	\$1,500.00	\$1,125.00
Board Room I	552	\$750.00	\$560.00
Board Room II	552	\$750.00	\$560.00
Coach	504	\$500.00	\$375.00
Commonwealth	676	\$500.00	\$375.00
Ednam Hall	1,392	\$1,500.00	\$1,125.00
Ednam East	696	\$750.00	\$560.00
Ednam West	696	\$750.00	\$560.00
Pavilion	5,500	\$4,500.00	\$3,375.00
Pavilion I	1,800	\$1,500.00	\$1,125.00
Pavilion II	1,850	\$1,500.00	\$1,125.00
Pavilion III	1,800	\$1,500.00	\$1,125.00
Pavilion I & II	3,650	\$3,000.00	\$2,250.00
Pavilion II & III	3,650	\$3,000.00	\$2,250.00
Arbor	1,628	\$1,000.00	\$750.00
Hearth/Arbor/Patio	3,671	\$3,000.00	\$2,250.00
Patio	903	\$1,000.00	\$750.00
Rogan Room	544	\$1,200.00	\$900.00

Catering Rates & Fees

- Estimated Food and Beverage Pricing

Function	Average Check ++
Continental Breakfast	\$23.00
Plated Breakfast	\$31.00

Buffet Breakfast	\$35.00
Themed Break (30 Minutes of Service)	\$17.00
All-Day Beverage Break	\$22.00
Plated Lunch	\$32.00
Buffet Lunch	\$38.00 - \$45.00
Reception (Beverages for Two Hours)	\$29.00 - \$39.00
Plated Dinner	\$50.00 - \$90.00
Buffet Dinner	\$62.00 - \$85.00

- **Additional Service Fees:**
 - 22% gratuity/service fee for catering, room rental, and AV rental.
 - Current local tax
 - Boar’s Head Resort partners with a third-party Audio-Visual Company, Blue
 - Ridge Event Production. Pricing will be available at the time of contracting.

Cancellation and Blackout Dates

- **Cancellation**
 - Sunday- Wednesday Check In:
 - Accept cancellations for transient room reservations until 4 p.m. on the day of arrival if checking in Sunday through Wednesday for no charge for all reservations involving nine or fewer rooms. If reservations are not canceled by 4 p.m., a "no show" charge may be applied for the first night's room and tax.
 - Thursday- Saturday Check In:
 - Accept cancellations for transient room reservations until 12 p.m. five days prior to arrival if checking in Thursday through Saturday for no charge for all reservations involving nine or fewer rooms. If reservations are not canceled by 12 p.m., a "no show" charge may be applied for the first night's room and tax.
- **Blackout Dates**
 - UVA Graduation Weekend (May)
 - Foxfield Weekends (2 weekends in April & October)
 - UVA Home Football Weekends (6 weekends throughout the Fall, 1 of which Parent’s weekend falls over a home football game)

Group Lodging

- **Minimum Group Size**
 - The minimum number of rooms associated with a reservation before attrition or cancellation fees may apply is ten (10) rooms.
- **Order Confirmation Document (OCD)**
 - All University-booked groups should utilize the University-approved Order Confirmation Document to confirm group bookings/events.

- **Group Lodging Rates**
 - Group lodging, to include traveling athletic teams, (defined as groups of 10 rooms or more) will be negotiated per reservation, but the University will receive a minimum 10% discount off BAR rates on Sunday-Thursday evenings only. Friday and Saturday night rates for group bookings to be negotiated on a case- by-case basis.
- **New Event Bookings: January – June**
 - With a minimum \$2,500 total spend, one of the following may be used Monday-Friday based on a proportionate level of attendees:
 - Complimentary half-day (up to 4 hours) beverage break
 - Up to 2 hours of Pickleball Court Time
 - Up to 1-hour access to Ridges Putting Course
 - The Nest, par-3 golf course rounds, maximum 25 players.
- **Courtesy Blocks**
 - The Boar’s Head Resort does not offer courtesy blocks.

Attrition and Cancellation

1. Conference Room and Catering Cancellation Fees

Days Prior to Arrival	Amount of Cancellation Fees Due
Signature date – 180 days	5% of total planned room rental minimum
179 days – 90 days	20% of total planned room rental minimum
89 days – 60 days	40% of total planned room rental minimum
59 days – 30 days	50% of total planned food, beverage, and room rental minimum
29 days – 0 days	70% of total planned food, beverage, and room rental minimum

2. Group Lodging Attrition Fees

- a. 30% allowable attrition from the time of signature.
 - i. Should the guest room nights used by the Group be less than seventy percent (70%) of the total room nights reserved, the Group agrees to pay the difference between seventy percent (70%) of the total room nights reserved and the actual room nights purchased, multiplied by the applicable Group Room Rate(s).

3. Group Lodging Cancellation

- a. Cancellation must be received in writing. Calculations and percentages used for group lodging cancellation fees are as follows.

Days Prior to Arrival	Amount of Cancellation Fees Due
Signature date - 180 days	5% of total planned room revenue
179 days - 90 days	20% of total planned room revenue
89 days - 60 days	40% of total planned room revenue
59 days - 30 days	50% of total planned room revenue
29 days - 0 days	70% of total planned room revenue