



1999 Power Plant Parkway, Hampton, VA 23666
Phone: 757-310-6323 Fax: 757-310-6324

Hilton Garden Inn Hampton Coliseum Central is pleased to invite VA School Plant Management & US Green Building Council to use its facilities. The following represents an agreement between the Hilton Garden Inn Hampton Coliseum Central (herein referred to as "Hotel") and VA School Plant Management & US Green Building Council (herein referred to as "Group") which collectively referred to as "Parties". The Parties hereto agree to the following specific conditions and services to be provided.

GROUP ROOM RESERVATION AGREEMENT

NAME OF EVENT: VA School Plant Management & US Green Building Council
ARRIVAL DATE: Sunday, June 7, 2026
CONTACT: Keith Webb
DEPARTURE: Tuesday, June 9, 2026
ADDRESS: 5697 Mobjack Rd
PHONE NUMBER: (757) 272-4742
Gloucester, VA 23061
EMAIL: john.bailey@hampton.gov

GROUP ROOM RATES & GUEST ROOM COMMITMENT

The hotel agrees that it will provide Group rooms and rates for this event as follows:

	Sun 06/07/2026		Mon 06/08/2026	
	Rooms	Rate	Rooms	Rate
Standard King	20	\$110.00	10	\$110.00

Rates are per room, per night, plus tax and are net, non-commissionable. Guest rooms are subject to applicable taxes and fees at the time of group check in. Taxes are subject to change.

METHOD OF RESERVATIONS

It is our understanding that reservations will be made by **Individual Guests**. These rates are honored until the cutoff date of **Friday, May 8, 2026** or until all guestrooms in the requested block are consumed.

Reservations may be made by utilizing a custom group reservation link to be provided at a later date, at www.hamptoncoliseumhgi.com using the group code which will be provided once the block is built in the reservation system, contacting Marriott toll-free reservations at 888.236.2427 or by contacting the hotel directly at 757-310-6323.

GUARANTEED RESERVATIONS

All reservations must be guaranteed with a valid credit card.

METHOD OF PAYMENT

The following billing arrangements apply:
Charges to Individuals – All Charges.

A valid credit card will be required to book the reservation and for final payment.

CHECK IN/CHECK OUT

Hotel will attempt to accommodate special requests for room types, smoking preferences and location, however, due to the arrival and departure patterns not all requests may be able to be fulfilled.

Check In: 3:00pm or later. Anyone arriving prior will be accommodated as soon as possible. Guests should be advised that there may be a wait if trying to check in prior to 3:00pm.

Check Out: 12:00pm, arrangements can be made for baggage storage with our front desk.

SPECIAL CONSIDERATION

- Free Self-Parking
- Complimentary Hot Buffet Breakfast for each guest registered in the group block.

CUTOFF DATES

Reservations must be received on or before **Friday, May 8, 2026**. On such date, Hotel will review the reservation pick up for the event and release the unreserved rooms for general sale. Any guestrooms requested after the cutoff date will be offered at the prevailing Best Available Rate of the day based upon availability.

CANCELLATION/NO SHOW POLICY

Any unused rooms remaining in the block will be released for general inventory on the cutoff date of **Friday, May 8, 2026**. Individual reservations may be cancelled up to 72 hours prior to arrival without penalty.

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE

The hotel complies with the requirements of the Americans with Disabilities Act and its regulations and guidelines. For any ADA accommodation questions or requests, please contact the Director of Sales or General Manager.

SMOKE FREE ENVIRONMENT

Our hotel is a Smoke Free Environment and is completely smoke free. The smoke free policy applies to all guest rooms, hallways and interior spaces. A \$250.00 cleaning fee will be charged to anyone who violates this policy.

CHANGES, ADDITIONS AND MODIFICATIONS

Any changes, additions, deletions, or stipulations including corrective lining out by either the Hotel or Group will not be considered agreed to or binding to the other unless such modifications have been initialed by both parties or otherwise approved in writing by the other.

FORCE MAJEURE

The performance of this Agreement by either party is subject to acts of God, war, government regulations, disasters, fire, strikes, labor disputes, civil disorder, acts and or threats of terrorism, curtailment of transportation due to national or government restrictions, or similar cause beyond the control of either party making it, illegal, or impossible to hold the event(s), accommodate sleeping rooms or provide the Hotel facility. Either party may terminate or suspend its obligations under this Agreement if such obligations are delayed or prevented by any of the above events to the extent such events are beyond the reasonable control of the party whose reasonable performance is prevented. This provision shall not, however, relieve either party from using its reasonable commercial efforts to avoid, remove or mitigate such force majeure event and to continue performance with reasonable dispatch whenever such causes are removed and shall not entitle a party to a refund of any non-refundable deposit. The Agreement may be terminated without liability for any one of the such reasons by written notice from either Hotel or Group to the other setting forth the basis for such termination as soon as reasonably possible, but in no event, no longer than ten (10) days of learning of the basis for termination. Notwithstanding the foregoing or anything to the contrary herein, Group hereby acknowledges the existence of the COVID-19 pandemic and the various public and governmental actions previously taken in connection therewith, and agrees that it assumes all risks associated with the COVID-19 pandemic and all past and future public and governmental actions in connection therewith. Any events arising from or related to the COVID-19 pandemic expressly shall not constitute a force majeure hereunder. Group acknowledges that the Hotel's willingness to enter into this Agreement on the stated terms as of the date hereof and to reserve guestrooms and hotel facilities for Group's use is explicitly premised upon Group's assumption of this risk.

INDEMNIFICATION

Each party hereby agrees to indemnify and hold harmless the other and their respective employees, owners, partners, members, successors and assigns (collectively, the "Indemnities"), from and against any and all loss, liability, damage, injury, lien cost or expense (including reasonable attorneys' fees) and whether by reason of personal injury, death, property damage or otherwise arising out of and to the extent related to the negligence or willful misconduct of the party giving the indemnification. This Agreement to indemnify

and hold harmless the Indemnities is not intended to and shall not be construed to apply to any situation where and to the extent the Indemnities were negligent or involved in willful misconduct.

CONFIDENTIALITY

Neither party hereto shall, without the prior written consent of a duly authorized representative of the other party, disclose any specific terms of this Agreement to any third party, except to the extent required by law or legal process and except to its parent, subsidiaries, or its accountants, attorneys and other advisors or representatives who have a valid reason to have such information.

SUCCESSORS AND ASSIGNS

Neither party may assign, delegate or otherwise transfer any of the rights or obligations under this Agreement without the prior written consent of the other party; provided however, that, as long as an assigning party is not in breach or default of any of its duties and obligation under this Agreement, either party may assign this Agreement to any successor to its business through merger, consolidation or voluntary sale or transfer of substantially all of its assets, provided the assignee assumes in writing all of the duties and obligations of the assignor and a copy of the written assignment is given to the other party for approval, which approval shall not be withheld or delayed. This Agreement shall inure to the benefit of and be binding upon the parties to this Agreement and their permitted successors and assigns.

FAX /COPY/E-MAIL

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which shall constitute one and the same agreement. The signatures hereto shall be binding if delivered by facsimile or by electronic mail in an attachment in portable document format or executed via Adobe Sign or similar recognized trusted electronic signature platform. The Hotel's may require original signatures in its discretion.

MISCELLANEOUS

This Agreement will be governed by the law of the State in which the Hotel is located, applicable to contracts entered into and fully performed therein, and the state and county in which the Hotel is located is designated as the venue and jurisdiction for the resolution of any dispute that may arise hereunder. Should either party be required to undertake any litigation or other enforcement action, whether to collect any money owed or not, relating to the terms of this Agreement, the prevailing party shall be entitled to collect attorneys' fees and all other expenses that it has reasonably incurred in connection with such enforcement action.

ACCEPTANCE OF AGREEMENT

By signing and returning by **Monday, April 6, 2026** this agreement will constitute a binding contract between both parties. The individuals signing below represent that each is authorized to bind his or her party to the agreement and its terms and conditions. In the event a fully signed contract agreement is not received by the date above, all rooms and space referred to herein will be released and neither party will be further obligated under this agreement.

Thank you for choosing **Hilton Garden Inn Hampton Coliseum Central** are looking forward to being of service to you. If you should have any questions concerning these details, please feel free to contact me.

Company:	Virginia School Plant Mangement	Hotel:	MCRT2 Hampton 1 Tenant LLC d/b/a Hilton Garden Inn Hampton Coliseum Central
Name:	Keith Webb	Name:	Nathan Crawford
Title:	Treasurer	Title:	Area Director of Sales
Signature:		Signature:	
Date:	<u>4-2-2026</u>	Date:	<u>04/03/2026</u>