



Experient, a Maritz Global Events company, is a full-service travel management company and a leading force within the hospitality marketplace. We pride ourselves on securing the perfect hotel with the best rates, terms, and concessions for our clients.

To help me get started on collecting hotel proposals, please provide following information:

1. How many rooms per night are needed (minimum of 10 rooms per night)? _____
2. Single or double occupancy? _____
3. Check in and check out dates? _____
4. Room and tax or all charges (including incidentals) to master account? _____
5. Master account payment via credit card or advance deposit? _____
6. Desired city or specific location within city or preference? _____
7. Breakfast, Wi-Fi, parking, or other hot buttons needed? _____
8. Budget? _____
9. Anything Else? _____

Please contact Jeff Mally at jeff.mally@experientselect.com or 404-429-4514.