

The  
**ARTISAN**  
HOTEL  
AT TUSCAN VILLAGE

—  
TRIBUTE PORTFOLIO

**The Artisan Hotel a Tribute Portfolio**  
**17 Via Toscana**  
**Salem, NH 03079**

**PREFERRED RATE AGREEMENT**

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**PREPARED FOR:** Northern Essex Community College  
100 Elliott ST  
Haverhill, MA 01830

**CONTACT:** Allison Gagne  
978 – 884 - 1590  
Agagne@necc.mass.edu

**TERMS:** **Valid – February 1, 2024 to December 31, 2024**

**RATE:** The Artisan Hotel(Tuscan Company) (“Hotel”) is pleased to extend the following commissionable guestroom rate options to **Northern Essex Community College** (“Company”): The below offer is an offer of Non-last room available bases.

03/02/24 – 12/31/24	One Bedroom King	NLRA	10% off

**Concessions:**

- **48 Hour Cancelation policy**

Guest room rates are offered on a non-commissionable basis and are subject to our occupancy tax of **8.5%**. Preferred rates are applicable to single or double occupancy and will be confirmed based on the specific room inventory available at the time a reservation is made.

The Hotel commits to honor this rate and your Company agrees to communicate with its frequent travelers, naming the Hotel as a preferred hotel vendor in the area. In addition, it is agreed that the Hotel will be

prominently positioned in any printed or electronic rate directories published by your Company.

PRODUCTION: This rate is based on an estimated 50 room nights per year. This agreement shall be subject to quarterly reviews, at which time production will be evaluated.

RESERVATIONS: Individual reservations can be made through your preferred travel agency or our reservation department at **888-236-2437** or by calling the **hotel at 603-912-8450**. We will also provide an online link for your company

TRAVEL AGENCY INFORMATION: If your company uses a travel agency or 3<sup>rd</sup> party to reserve your hotel accommodations, please complete the following information:

Agency Name & Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

If you would like your rate to be loaded in the Global Distribution System please provide:

IATA #: \_\_\_\_\_

PSUEDO CITY CODE: \_\_\_\_\_

SYSTEM: \_\_\_\_\_

3 LETTER ACCESS CODE: \_\_\_\_\_

TRACKING: Tracking will be coordinated by the Hotel. Callers must request the preferred company rate at time of booking by referring to your company name.

MEETINGS AND CONVENTIONS: Due to the difference in nature of individual and group bookings, we are unable to guarantee that the preferred rate will be offered for groups. Group rates will be negotiated on a case by case basis according to market conditions and the meeting's specifications. **The proposed rates are for individual travelers and may or may not be available for group or convention attendees. We will work with group meetings on an individual basis to establish the best rate possible for the group.**

REQUEST FOR SPECIAL

ACCOMMODATIONS: Requests for specific rooms, suites or bed types will be accommodated whenever possible. We consider it part of our standard of service to arrange for any necessities your valued associates may require while staying with us.

GUARANTEE: Reservations can be guaranteed for late arrival with a credit card or deposit. In the event that a reservation is guaranteed for late arrival and the guest "no-shows", the appropriate room and tax charges will be charged against the form of payment used to guarantee the room for late arrival. Reservations can be cancelled without penalty prior to 4pm on the date of arrival. A cancellation number should be obtained from the reservation's agent for reference.

BILLING

PROCEDURES: All guestroom charges including room, tax and/or incidentals will be the responsibility of the individual traveler. If a traveler does not have a credit card, a cash deposit will be required upon check in at the front desk.

If charges are to be direct billed to the Company prior credit arrangements and notification to our reservation's office is required. In addition to a completed credit application, we require a letter on company letterhead authorizing billing. This information must be updated annually. All direct billing authorized by your company is guaranteed for payment and payment is due upon receipt of invoice, but no later than ten days after the Hotel's billing date.

The Hotel reserves the right to institute an early departure charge at any time based upon our local needs. Traveler has up until and including check-in to change departure without a penalty.

Check in time is 3:00 pm, however in our continuing effort to provide a pleasant stay, guests will be able to check in as early as rooms are available.

TRAVELER

BENEFITS: As a Preferred Account your travelers will receive the following amenities and services:

**Frequent Guest Program:** Any business traveler can become a member of our Marriott Bonvoy program at no cost and with no required minimum stay. Marriott Bonvoy is our frequent guest program designed to provide awards and benefits to the individuals that frequent our family of hotels. Some of the benefits that members may receive are: Complimentary Hot Breakfast, Airline Miles, Points to be used towards Free Nights, Vacation Packages, Express Check in and out, and a complimentary Newspaper and In- Room Amenities. Membership applications may be obtained at our Front Desk upon check in.

TERMS OF USE:

Terms of this agreement are subject to a quarterly review at which time room night production will be measured and evaluated. The Hotel reserves the right to cancel or alter terms of this arrangement with thirty days written notice if volume is not on pace to meet the annual room night commitment. Likewise, Company may request renegotiation if room night production exceeds original expectation. Please sign and return a copy of this agreement by **03/29/2024** so we may load your special rates.

ACCEPTED BY:

DocuSigned by:  
*Michael McCarthy* 3/26/2024  
F670071880034E6...

Date:

SUBMITTED BY:

DocuSigned by:  
*Robert Kapala* 3/26/2024  
0A6F8E76AC8244C

Date:

**Robert Kapala**  
**Task Force Director of Sales**  
**The Artisan Hotel**  
**17 Via Toscana.**  
**Salem, NH 03079**  
**Direct: 603 – 912 - 8450**  
**Email: rkapala@sbcos.com**