



## Required Services

Please identify the services you'd like us to address with pricing in our proposal. We'll factor all "Required" services into the proposal pricing and include pricing options for services marked "Will Consider."

	Required	Will Consider	Not Required
Site/venue selection			
Hotel selection			
Contract Negotiation			
Sub block application handling			
Manual room list handling			
Planner access to reservations system			
Guest room reservations booking			
Event registration interface			
Online booking website			
Telephonic booking support			
Email/Fax booking support			
Event-site booking support			
Post-event bookings analysis			
Participating hotel actualization audit			
Participating hotel cancellation audit			
Low-price guarantee monitoring			
Attrition mitigation			
Complimentary room tracking			
Upsell marketing within booking portal			

## Supplemental Information and Requests

Please provide any supplemental information necessary to evaluate your event requirement and provide a custom services proposal.

## Submission Instructions

Please email the completed form to [sales@q-rooms.com](mailto:sales@q-rooms.com) or fax it to **702-832-0101**. Thank you for your submission.