



November 15, 2019

**2020 Corporate Rate Agreement For
The Lundquist Institute**

We would like to take this opportunity to express our sincere appreciation for your continued support of Miyako Hybrid Hotel.

We can assure you that the execution of this Agreement will exceed the expectations of you and your clients. The terms outlined below are an integral part of our Agreement.

Contact: Ms. Rachel Grajeda
Address: 1124 W. Carson Street
MRL Building, 4th Floor
Torrance, CA 90502
Telephone: 310-618-6999
Fax: 310-803-5676
E-mail: rgrajeda@lundquist.org

PREFERRED CORPORATE RATE:

We are pleased to extend the following negotiated rate for **The Lundquist Institute** at Miyako Hybrid Hotel.

Deluxe King/Double	Executive King/Double	Suite Room
\$175.00	\$215.00	\$390.00

An 11.00% City of Torrance Transient Occupancy Tax, 1% City Assessment Tax and 0.19% California Tourism Assessment Tax are applied to all room rates. This is the current tax rate and is subject to change. You will be notified in writing of occupancy tax changes.

Rates are based on availability at the time of booking. **The Lundquist Institute** rate is offered based upon your commitment to refer to us no fewer than **25** room nights quarterly and minimum of **100** room nights per year. Room production is tracked daily and evaluated within each quarter and is subject to termination if room night commitment is not met. We will advise you of any change in rate at least two weeks prior to the change being effective.

The above listed rates are available for individual bookings. Group bookings may be subject to different rates and will require a group contract in all instances. Group rates do not include breakfast unless otherwise specified.

DURATION:

The quoted rates above will be valid from January 1, 2020 through December 31, 2020.

RESERVATION METHOD:

Reservations for this special negotiated rate can be made as follows:

- A. By online, please go to www.miyakohybridhotel.com. Select check in and check out dates and type a **corporate code: "LABIO"**, specially created for your company, to book a reservation under your corporate rate. The reservation booking code box is located at the right side on our main page.
- B. By e-mail at reservation@miyakohybridhotel.com in English

When making reservations, please state your company name to confirm the preferred corporate rate. Credit card information is required when making reservations.



CHECK-IN/CHECK-OUT TIMES:

Our check-in time is 3:00 PM, checkout time is 12:00 Noon. Our guest services representative or bellman will check baggage for those arriving early when rooms are unavailable and for guests attending functions on departure day.

BLACK OUT DATE:

For 2020, blackout dates are 6/8, 6/9, 6/10 and 6/11.

PARKING:

Self-parking is complimentary. Valet parking is available at \$10.00 per day.

INTERNET ACCESS:

High Speed Wireless Internet access is offered throughout the hotel and in all guestrooms free of charge.

ISE-SHIMA RESTAURANT, SUSHI BAR & LOUNGE:

Ise-Shima Restaurant is a world famous restaurant, open daily, offering Japanese fusion cuisine serving breakfast, lunch and dinner. Dining options feature fresh sushi and other exciting Japanese and American dishes. Enjoy cocktails at the bar and at the lounge's fireplace. Room service is also available during restaurant operating hours.

BILLING/ CREDIT ARRANGEMENTS:

It is our understanding that all individuals will be responsible for their own room, tax and incidental charges upon checkout. If you wish to establish direct billing, please ask your account manager to provide you with an application.

CANCELLATION POLICY:

In the event that you or your traveler needs to cancel a confirmed reservation, they must call the hotel at (310) 212-5111, 24 hours prior to arrival date (local hotel time). Failing to show will result in a charge equal to the first night's stay plus tax to the given credit card.

GROUP BUSINESS:

Any project and /or meeting that have arrivals of 10 rooms or more simultaneously will be considered a group. The reservations for these groups will be based upon availability. The rate will be negotiated and agreed upon by the group contact and the hotel at the time the contract is signed. Groups will not be considered as transient.

ACCEPTANCE:

By signing and returning the copy of this Agreement by **11/30/19**, we can then have your special corporate rate loaded into our systems. Once the signed Agreement is received, it will constitute a binding Agreement between both parties. Please keep a copy of this Agreement for your records.

By The Lundquist Institute

By Miyako Hybrid Hotel

Authorized Signature
Rachel Grajeda

Date: _____
Authorized Signature
Noriko Kater, Sales Manager

Date: _____

Date: _____
Authorized Signature
Akira Yuhara, Director of Sales and Marketing