

TRAVEL PORTLAND

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May 16, 2024

Enlisted Association of the National Guard of the US
John Larsen
Associate Vice President
Lamont Associates

Re: 2026/2027/2028 Annual Convention

Dear John,

Thank you for giving Portland the opportunity to submit our proposal for the 2026/2027/2028 Annual Convention. Portland, renowned for our unique blend of natural beauty, thriving arts scene, and welcoming community has helped us emerge as a premier destination for conferences, conventions and business events. With our picturesque landscapes, cutting-edge infrastructure and a community that celebrates creativity and innovation, you will find a true partner with Portland as your host destination.

I am pleased to present a compelling Portland proposal for your review, that includes multiple components – hotel package, convention center details and a funding assistance grant program.

As your convention planning progresses, please keep in mind that Portland has **NO sales, food, or beverage taxes** - a built-in savings of approximately 10% that will positively impact your convention budget, and also your attendees' ability to enjoy our nationally acclaimed restaurants, outstanding shopping options, theaters, museums, galleries, trendy neighborhoods and much more.

HOTEL PACKAGE

A hotel chart is included illustrating room block availability, hotel room rates and concessions in 2026/2027/2028 terms.

CONVENTION CENTER DETAILS

Space appropriate to Enlisted Association of the National Guard of the US Annual Convention program is currently available at the Oregon Convention Center over the dates outlined in their proposal. Monica Pea is my counterpart at the convention center who is partnering with me on this program. Monica's proposal is attached for a specific breakdown of space currently being held at OCC as well as other detailed information.

We are pleased to **fully offset** Enlisted Association of the National Guard of the US's convention center rental via a guestroom rebate and a Visitor Development Fund (VDF) grant as follows:

\$ 78,455	Total minimal facility rental based on current specs
- \$ 11,616	hotel rebate*
- \$ 14,296	hotel rebate to EANGUS
- \$ 52,543	Visitor Development Fund (VDF) grant**
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\$ 0.00	Facility rental cost to Enlisted Association of the National Guard of the US

Enlisted Association of the National Guard of the US will collect a \$5.00 hotel rebate to help offset the remaining facility rental at OCC. Based on an 80% pick up of the total block of 3,574 room nights, Enlisted Association of the National Guard of the US will collect an estimated total of \$14,296, which will reduce the OCC facility rental to \$0.00. Enlisted Association of the National Guard of the US is responsible for collecting this rebate directly from the hotels.

****How the Visitor Development Fund (VDF) works:**

The VDF grant program was developed by the Portland's hospitality and political communities to provide financial assistance for convention and tourism related events that impact the local economy. Based on the size and space needs of Enlisted Association of the National Guard of the US as outlined in this proposal, we will request a grant in the amount of

\$52,543. Travel Portland will apply for this grant on behalf of Enlisted Association of the National Guard of the US and upon approval, the Visitor Development Fund will collect and forward the funding directly to the Oregon Convention Center to be applied towards the facility rental.

***How the Hotel Rebate works:**

The hotel rates quoted include a \$5.00 rebate on all contracted actualized revenue-generating room nights. It is important to note that this rebate will be a part of your negotiated rates. The Visitor Development Fund (VDF) program will collect rebates from the contracted hotels and forward these funds directly to the Oregon Convention Center to be applied to the facility rental costs.

Per the above outline, \$11,616 needs to be realized in rebates to offset OCC facility rental (in combination with VDF funds). This dollar amount will be achieved by Enlisted Association of the National Guard of the US realizing a minimum of only 65% pickup of 3,574 anticipated total contracted room nights. Should pickup exceed 65% of what is outlined in this proposal, any overage of funds will be reinvested back into the VDF program.

It is important to note that this funding scenario is based on your convention program as we know it to be at this time. Should space needs increase later, Enlisted Association of the National Guard of the US will be responsible for any incremental facility rental increase.

CONCESSIONS

We are pleased to offer complimentary MAX Light Rail transit passes to assist attendees traveling from contracted hotels to the convention center and downtown. Travel Portland will offer a maximum of 2 transit passes per contracted room on the peak night.

Remember that Portland has **NO SALES TAX, NO FOOD TAX, AND NO BEVERAGE TAX!**
Your F&B function costs are much less - *thousands of dollars can be saved!*

I'm confident the attendees from Enlisted Association of the National Guard of the US will have a fantastic experience in Portland and here are a few reasons why:

- A full-time, highly trained convention services manager will be assigned to your account, ensuring that you get everything you need for a successful convention.
- Free marketing program to promote your conference.
- MAX, our mass transit light rail system, runs through the heart of Portland and stops 446 times per day at the convention center – making it a breeze to get around the city, between hotels, to restaurants and attractions, and to the Oregon Convention Center. You can also take the light rail from baggage claim at the airport to the hotels for only \$2.50 with no change of trains. No need for shuttle service!
- A beautiful, international award-winning, Platinum LEED-certified, state-of-the-art convention center - one of the best buildings in the world!
- World-class restaurants, vibrant night life, wonderful shopping, a multitude of local attractions, and amazing natural beauty (Mt. Hood, Columbia River Gorge, Pacific Ocean, Mt. St. Helens, Oregon wine country).

John, I look forward to working with you! I plan to follow up with you on May 30, 2024, to review this proposal and answer any questions you may have regarding the destination and our package. Should have any questions before then, please don't hesitate to contact me. I look forward to talking with you soon!

Sincerely,



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