

City of Carson - Carson Event Center
801 E. Carson St
Carson, CA 90745
310.835.0212

Event Contract

Event Name:	National Empowerment Conference	Event #: 32289
Account #:	National Empowerment Conference (NaFF)	
Event Start:	8/15/2019	
Event End:	8/18/2019	
Company:	National Empowerment Conference (NaFFAA)	Contact:
Address:	1322 18th St. NW	Phone:
City/State/Zip:	, Washington, DC 20036	Fax:
Phone:		Email: aldrin.carreon@naffaa.org

Activity Details **Mtg. Coordinator:** Johnathan Olvera

Name: National Empowerment Conference (NaFFAA)
08/15/2019 7:00AM To 08/15/2019 5:00PM
Attending: 300

Room	Seating Style
Community Hall ABC	
Atrium	
Adult Lounge	
International/132 A	
International/132 B	

Activity Memo:

Room Charges:	\$2,960.00
Miscellaneous Charge:	\$500.00

Billing - Activity Summary

Price	Disc/Prem	Subtotal	Taxes	Serv charge	Total
\$3,460.00	\$0.00	\$3,460.00	\$0.00	\$296.00	\$3,756.00

Activity Billing Memo: MISC \$500 Deposit Due 2/11/19
Atrium - \$60/hour x 10 hours = \$600
Hall ABC - \$161/hour x 10 hours = \$1610
INTL 132 AB - \$35/hr x 10 hours = \$350
Adult Lounge - \$40/hr x 10 hours = \$400
= \$2960 + 10%(296) = \$3,256

Activity Details

Name: National Empowerment Conference
08/15/2019 1:00PM To 08/15/2019 5:00PM
Attending: 300

Room	Seating Style
Adult Activity	Reception/Party

Activity Memo:

Room Charges:	\$280.00
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Event Contract

Billing - Activity Summary

Price	Disc/Prem	Subtotal	Taxes	Serv charge	Total
\$280.00	\$0.00	\$280.00	\$0.00	\$28.00	\$308.00

Activity Billing Memo: $Adult\ Activity - \$70/hour \times 4\ hours = 280 + 10\%(28) = \308

Activity Details

Name: National Empowerment Conference (NaFFAA) - Film
08/15/2019 7:00PM To 08/15/2019 11:00PM

Attending: 850

Room	Seating Style
Community Hall A	
Community Hall B	
Community Hall C	

Activity Memo:

Room Charges:	\$708.40
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Personnel/ Furnishing/ AV Media

Service Start	Service End	Description	Quantity	Price	Extended
Furnishings 7:00PM	11:00PM	Chairs - Sesame	850	\$1.00	\$850.00
Personnel 9:00PM	11:00PM	Overtime	1	hrs: 2.00	\$235.00
Total Enviro Services :					\$1,320.00

Billing - Activity Summary

Price	Disc/Prem	Subtotal	Taxes	Serv charge	Total
\$2,028.40	\$0.00	\$2,028.40	\$0.00	\$0.00	\$2,028.40

Activity Billing Memo: $Hall\ ABC - \$161/hr \times 4\ hours = \$644 + 10\%(64.40) = \$708.40$

Activity Details

Name: National Empowerment Conference (NaFFAA)
08/16/2019 7:00AM To 08/16/2019 9:00PM

Attending: 300

Room	Seating Style
Community Hall ABC	
Atrium	
209 A	
209 B	
Adult Lounge	

Activity Memo:

Room Charges:	\$4,074.00
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Event Contract

Billing - Activity Summary

Price	Disc/Prem	Subtotal	Taxes	Serv charge	Total
\$4,074.00	\$0.00	\$4,074.00	\$0.00	\$407.40	\$4,481.40
Activity Billing Memo:	Atrium - \$60/hour x 14 hours = \$840 Hall ABC - \$161/hour x 14 hours = \$2,254 Adult Lounge - \$40/hour x 14 hours = \$560 209 AB - \$30/hr x 14 hours = \$420 = \$4,074 + 10%(407.4) = \$4,481.40				

Activity Details

Name: National Empowerment Conference

08/16/2019 1:30PM To 08/16/2019 3:30PM

Attending: 300

Room	Seating Style
Adult Activity	Reception/Party

Activity Memo:

Room Charges:	\$140.00
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Billing - Activity Summary

Price	Disc/Prem	Subtotal	Taxes	Serv charge	Total
\$140.00	\$0.00	\$140.00	\$0.00	\$14.00	\$154.00

Activity Billing Memo:

Adult Activity - \$70/hour x 2 hours = 140 + 10%(14) = \$154

Activity Details

Name: National Empowerment Conference

08/17/2019 7:00AM To 08/17/2019 11:00PM

Attending: 300

Room	Seating Style
Community Hall ABC	
Atrium	
Adult Lounge	
International/132 A	
International/132 B	

Activity Memo:

Room Charges:	\$4,736.00
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Billing - Activity Summary

Price	Disc/Prem	Subtotal	Taxes	Serv charge	Total
\$4,736.00	\$0.00	\$4,736.00	\$0.00	\$473.60	\$5,209.60

Activity Billing Memo:

Atrium - \$60/hour x 16 hours = \$960
 Hall ABC - \$161/hour x 16 hours = \$2,576
 Adult Lounge - \$40/hour x 16 hours = \$640
 INTL 132 AB - \$35/hour x 16 hours = \$560
 = \$4,736 + 10%(473.60) = \$5209.60

Activity Details

Name: National Empowerment Conference (NaFFAA)
 08/17/2019 10:00AM To 08/17/2019 12:00PM

Attending: 300

Room	Seating Style
Multi-Purpose 111	
107 A	
107 B	
107 C	
122 A	
122 B	
122 C	

Activity Memo:

Room Charges:	\$260.00
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Personnel/ Furnishing/ AV Media

Service Start	Service End	Description	Quantity	Price	Extended
Furnishings					

Total Enviro Services :

Billing - Activity Summary

Price	Disc/Prem	Subtotal	Taxes	Serv charge	Total
\$260.00	\$0.00	\$260.00	\$0.00	\$26.00	\$286.00

Activity Billing Memo:

107 ABC - \$50/hour x 2hours = 100
 122 ABC - \$45/hour x 2hours = 90
 Room 111 - \$35/hour x 2hours = 70
 = \$260 + 10%(26) = \$286

Activity Details

Name: National Empowerment Conference (NaFFAA)
 08/17/2019 5:30PM To 08/17/2019 7:30PM

Attending: 300

Room	Seating Style
West Wing Lounge	Banquet

Activity Memo:

Room Charges:	\$232.00
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Event Contract

Billing - Activity Summary

Price	Disc/Prem	Subtotal	Taxes	Serv charge	Total
\$232.00	\$0.00	\$232.00	\$0.00	\$23.20	\$255.20

Activity Billing Memo: $WWL - \$116/hour \times 2 \text{ hours} = \$232 + 10\%(\$23.20) = \255.20

Billing - Event Detail

Rent:	\$13,390.40	Misc:	\$500.00	Food/Bev/Menus:	\$0.00	AV/Furn/Personnel:	\$1,320.00
Disc/Prem:	\$0.00						
Subtotal:	\$15,210.40						
Taxes:	\$0.00						
Serv Charge:	\$1,268.20						
Total:	\$16,478.60						

CONTRACT TERMS:

Events booked under 30 days must be paid in full with cash, cashier's check or credit at the time of booking. Cleaning Deposit will not be refunded if there is a cancellation. See Addendum

All groups under 21 years of age must pay for L.A. County Sheriffs. See Addendum

All FOOD, BEVERAGE & ALCOHOL MUST BE PURCHASED FROM OUR ON-PREMISE CATERER. See Addendum

Accepted for:

City of Carson - Carson Event Center

By: _____

Date: / /

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National Empowerment Conference (NaFFAA)

By: _____

Date: / /