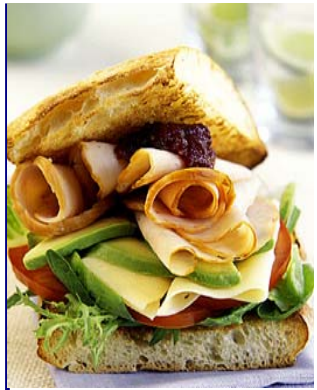


Introducing...

Meetings Made Simple 1 2 3



A Fun, Fresh and All-Inclusive Approach to Small Meetings

*These **all-inclusive** meeting packages are the perfect answer to your next small meeting of up to 100 guests. Easy, creative and comprehensive, these packages provide you with everything you need...and nothing you don't. So, take the stress out of planning your next event...it's as simple as 1 2 3!*

DESERT SPRINGS JW MARRIOTT RESORT & SPA

74855 Country Club Drive | Palm Desert | CA 92260

760-341-2211 | www.desertspringsresort.com



DESERT SPRINGS
JW MARRIOTT™ RESORT & SPA
PALM DESERT





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Meetings Made Simple Includes....

Breakfast, Lunch, AM Refreshments, and PM Refreshments.

There are three options to choose from at different price points

Two Options for your Audio Visual needs based on the amount required for your meeting

Comfortable, well-lit, meeting spaces that promote learning and facilitate discussion

Full access to our warm and gracious staff that is dedicated to providing the highest levels of professional service and flawless event delivery

Now That's Simple

Basic Audio Visual

One flipchart with markers for each ten guests, a microphone so you can be heard, wired, wireless, hand held or lapel, it's your choice. Appropriate projection screen, power strip & extension cord to use if needed to go along with your LCD projector.

Need even more equipment? Just ask...we've got it! (additional fees apply)

Upgraded Audio Visual

Everything from the box above plus we will set up an LCD projector, a second microphone and a mixer

Need even more equipment? Just ask...we've got it! (additional fees apply)



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Meetings Made Simple Option 1

A Fun, Fresh and All-Inclusive Approach to Small Meetings



...a fresh start

orange, apple, cranberry, tomato, and grapefruit juice
 assorted breakfast pastries and breads with butter, assorted preserved and jams
 assorted whole fruit and seasonal sliced fruits with date cream
 Starbucks coffee, decaffeinated and herbal teas

...refresh

assorted soft drinks & bottled water
 Starbucks coffee, decaffeinated coffee and herbal teas

...refuel

soup de jour and chilled sweet pea shooter with pancetta cracklings
 watermelon and arugula salad with nicoise dressing and croutons,
 bow tie and portabella salad
 shrimp and avocado Panini, roast beef and pear, blue cheese and
 caramelized onion on focaccia, char grilled tomato tortilla with
 roasted vegetables and marinated tofu
 lemon bars and blondies
 ice tea

...revive

assorted freshly baked cookies & brownies
 assorted soft drinks & bottled water
 Starbucks coffee, decaffeinated coffee and herbal teas

Option 1 Cost

No Audio Visual \$99
 Basic Audio Visual Package \$115
 Upgraded Audio Visual
 Package \$133

***Price is per person and all
 Inclusive***



Meetings Made Simple Option 2

A Fun, Fresh and All-Inclusive Approach to Small Meetings



...a fresh start

orange, apple, cranberry, tomato, and grapefruit juice
melon kabob with ginger yogurt
fresh breakfast pastries and breads with butter, and assorted jams
assortment of Kellogg's cereals with housemade granola with dried
fruits, whole, lowfat, and nonfat milk, individual plain and fruit flavored yogurt
Starbucks coffee, decaffeinated coffee and herbal teas

...refresh

assorted soft drinks & bottled water
Starbucks coffee, decaffeinated coffee and herbal teas

...refuel

tomato & basil soup and roasted vegetable ceviche shooter
white bean tuscan salad, traditional caesar salad, and roma tomato and Boccioni salad
trio of flat bread pizzas: italian sausage with peppers, onions, and cheese
chicken and mushroom with arugula and feta
artichoke and tomato with mozzarella
grissini with tapenades and hummus
italian biscotti and tiramisu
ice tea

...revive

peanuts, fresh popcorn, cracker jacks
pretzels with spicy mustard, baby ruths
and brownie bites, assorted soft drinks & bottled water
Starbucks coffee, decaffeinated coffee and herbal teas

Option 2 Cost

No audio Visual \$104
Basic Audio Visual Package \$122
Upgraded Audio Visual Package
\$138

***Price is per person and all
Inclusive***



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Meetings Made Simple

Option 3

A Fun, Fresh and All-Inclusive Approach to Small Meetings



...a fresh start

orange, apple, cranberry, tomato, and grapefruit juice
 assorted whole fruit and seasonal sliced fruits with date cream
 assortment of Kellogg's cereals with housemade granola with dried
 fruits, whole, lowfat, and nonfat milk
 fresh breakfast pastries and breads with butter, and assorted jams
 scrambled egg, cheddar cheese, and bacon pannini
 Starbucks coffee, decaffeinated and herbal teas

...refresh

assorted soft drinks & bottled water
 Starbucks coffee, decaffeinated coffee and herbal teas

...refuel

sweet corn chowder
 individual cobb salad with ranch dressing, individual steak house wedge with
 blue cheese dressing and loaded potato salad
 individual chicken pot pies, beef sliders with bacon and swiss cheese, and salmon cake slider with
 tomato and lime avocado aioli
 smoked gouda macaroni and cheese
 mini apple pies, and chocolate chip cookies
 ice tea

...revive

seasonal fresh fruit cocktail in a martini glass, sugar
 charred walnuts, roasted almonds, herb crusted macadamia nuts
 Assorted dates and dried apricots
 assorted soft drinks & bottled water
 Starbucks coffee, decaffeinated coffee and herbal teas

Option 3 Cost

No Audio Visual \$109
 Basic Audio Visual \$125
 Upgraded Audio Visual Package
 \$143

**Price is per person and all
 Inclusive**



Meetings Made Simple 1 2 3

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[Audio Visual](#)

Audio Visual services are provided by Marriott Visual Presentations. Orders may be placed through your Sales or Event Management representative. Outside Audio Visual companies are welcome however, all vendors must comply with Marriott's liability insurance requirements and waivers. The technology offerings contained in the *meetings...made simple* portfolio do not allow for substitutions or modifications to effect the overall price of the package. Should your event needs not be met within this specialized portfolio, we are pleased to offer our full catering and technology portfolio of services to meet your customized needs.

[Alcoholic Beverages](#)

If alcoholic beverages are to be served on the Hotel premises (or elsewhere under the Hotel's alcoholic beverage license), the Hotel will require that beverages be dispensed only by Hotel servers and bartenders. The Hotel's alcoholic beverage license require the Hotel to (1) request proper identification (photo ID) of any person of questionable age and refuse alcoholic beverage service if the person is either under age or proper identification cannot be produced and (2) refuse alcoholic beverage service to any person who, in the Hotel's judgment, appears intoxicated. Please inform your guests of this policy.

[Deposits](#)

A deposit may be required in order to make the function reservation confirmed and definite. The initial deposit is due as stated on your contract. All initial deposits, are non-refundable.

[Electrical](#)

Please share your electrical needs with your event and catering manager to ensure the proper requirements have been ordered. Any electrical needs exceeding 120 volt/20 amp wall plugs will require an additional charges.



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[Food and Beverage](#)

No food or beverage, alcoholic or otherwise, shall be brought into the Hotel by the patron or attendees from outside sources without special permission of the Hotel. The Hotel reserves the right to make a charge for such services. Prices are subject to change without notice. This menu does not represent a contract.

[Guarantee](#)

Your attendance must definitely be specified three (3) business days in advance of your function or your expected number of guests will be used as your guarantee. This will be considered your minimum guarantee and is not subject to reduction. We will be set and prepared to serve up to 3% over the guarantee for groups. For Continental Breakfast and Coffee Breaks, the hotel will only set for the guarantee number. If you would like to use assigned seating, please submit your seating diagram three (3) business days in advance of your event.

[Identification of Meeting](#)

If your group is to be identified by a name or division other than that which is stated on the contract, please notify your Sales or Event Management representative so that the Hotel may accurately post your event.

[Internet Services](#)

The internet services are not included in the pricing of the *meetings...made simple* portfolio. Internet can be added for additional fees and are intended for usage by attendees for non-demanding tasks such as checking email and basic internet website access and searches. The hotel reserves the right to impose bandwidth restriction. Should your internet needs require designated bandwidth, wired connections or hubs, please consult your Event Management professional for applicable additional fees.



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[Room Assignments](#)

Function rooms are assigned by the Hotel according to the guaranteed minimum number of guests anticipated to attend. The Hotel reserves the right to re-locate your function.

[Seating](#)

Seating will be at round tables of (10) people each, unless otherwise requested. Special seating diagrams with numbered tables are available if there is to be assigned seating. An additional Labor Fee will be added for seating variations of less than (10) people per table seat. Food or cocktail servers are charged at \$150.00 each (4-hour maximum and minimum). Each additional hour is \$50.00 per hour per server. Fees are charged at \$25.00 per hour per server with a four hour minimum.

[Security](#)

The Hotel cannot ensure the security of items left unattended in function rooms. Special arrangements may be made with the Hotel for securing a limited number of valuable items. If Group requires additional security with respect to such items or for any other reason, the Hotel will assist in making these arrangements. All security personnel to be utilized during the Event are subject to Hotel approval, All charges will be posted to your master account.

[Service Charge & State Sales Tax](#)

For your convenience, a 24% Service Charge and 8.75% State Sales Tax has been included in the per person pricing contained in the *meetings...made simple* portfolio. The 24% Service Charge and all labor fees are subject to the 8.75% State Sales Tax (California State Board of Equalization Regulation Number 1603). State Sales Tax and Service Charge Percentages are subject to change without notice.



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Labor Charges

A Bartender fee of \$150 per bar will be applicable for your event. Additional carvers, station attendants, food or cocktail servers are available at \$150 fee each (4-hour maximum). Each additional hour is \$50 per hour.

Linen

For Morning, Afternoon or Evening Events, Complimentary Table Linens and Napkins are available in Ivory, Rust, Maize, Cilantro or Kelp Green. Additional Color Selections are available in both Table Linen and Napkins at an additional charge.

Menu Planning

Current prices are indicated on the enclosed menus and are subject to change without notice. The menus contained in the *meetings...made simple* portfolio may not be revised or modified. Should your event require menus that differ from those presented in this portfolio, we are pleased to offer our full catering and technology portfolio for your customized event needs.

Parking

Valet parking on a hosted basis is \$24.00 per car. Overnight Valet Parking, with In and Out Privileges is available for \$24.00 per car. Self-parking is available at a rate of \$4.00 per hour with a maximum of \$14.00 per day. Overnight Self-Parking is available at a rate of \$14.00 per car with In and Out Privileges. Parking charges are subject to change without notice.

Payment

Full payment is due as contracted, unless credit has been established and approved through the Hotel. If credit is approved, all accounts are due and payable upon receipt of the invoice. In the event payment is not made within 30 days of receipt of the original statement, the Hotel may immediately impose a Late Payment Charge of 1 ½ % per month (Annual Rate 18%). Or, the maximum allowed by law, on the unpaid balance, and the reasonable cost of collection, including attorney fees. Please contact us immediately if you have any questions regarding this statement.



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[Shipping](#)

To assure efficient handling and storage of materials, we suggest that you notify your Sales or Event Management representative of your requirements in advance. As storage space is limited, please have your packages delivered within 48 hours of your function date. Please label all packages with the name of the person to receive the package, date of event and the group name. Storing, moving, re-packing and shipping before, during or after your function will accrue additional fees.

[Signage](#)

Signage is limited to (1) sign by your function room. No signs will be permitted in the main lobby. Banners are limited strictly to the Convention Registration desk. At no time will signs or banners be taped or otherwise affixed to the walls. Exception to any of the above must be approved by the Hotel management. Signage must be professionally printed. Handwritten signs are not permitted.

[Vendors \(Outside\)](#)

All outside vendors, such as florists, production, entertainment, lighting, sound and audio visual companies must contact your Catering Event Manager to review their arrangements at least 2 weeks in advance of your event. Vendors must agree to comply with all Hotel requests. When contracting with your vendor, please inform them that fog machines and open flames are prohibited. Please also verify power needs, as there will be additional costs involved that you will be responsible for paying. Vendors must supply the Hotel with copies of Workers Compensation Insurance, Business License and Proof of \$2,000,000 Liability Insurance a minimum of ten days prior to arrival. All decorations incorporating candles must meet with the approval of the Riverside County Fire Department. The Hotel will not permit the affixing of anything to the walls, floors, or ceiling of rooms with nails, staples, tape, or any other substances unless the Catering Office gives approval. Fog machines and open flames are prohibited. You must have all diagrams and materials approved by the Riverside County Fire Marshall a minimum of, ten days prior to the event. Firewatch cost is \$80 per hour with a 4-hour minimum.