



**Group Agreement Confirmation**  
**Staypineapple, The Watertown Hotel, University District Seattle**  
**February 18, 2025**

**Sharon Wagner**  
**National Director of Group Sales**  
**Staypineapple, The Watertown**  
**Hotel, University District Seattle**  
**4242 Roosevelt Way NE, Seattle,**  
**WA 98105**  
**w. (503) 484-1400**  
**e. swagner@staypineapple.com**

**Nicole Jacobsen**  
**Executive Director**  
**Western Forestry & Conservation**  
**Association**  
**w. 971-291-6869**  
**e. nicole@westernforestry.org**

**Guest Room Block Title:** Western Forest Economists

**Group Sales Agreement:** This agreement (“Agreement”) is made and entered into by and between Staypineapple, The Watertown Hotel, University District Seattle, hereinafter referred to as “Hotel” and Western Forestry & Conservation Association, hereinafter referred to as “Group”.

<b>Arrival Date:</b>	Thursday, May 15, 2025
<b>Departure Date:</b>	Friday, May 16, 2025
<b>Agreed to Guest Room Rates:</b>	\$185.00 single or double occupancy
<b>Additional Guests:</b>	\$20.00 additional adult per room
<b>Housing Method:</b>	Individual Call-In + Booking Link
<b>Payment Method:</b>	Individual Credit Cards for Rooms plus taxes
<b>Total Room Nights:</b>	10
<b>Agreed Guest Room Total:</b>	\$1,850.00

**Accommodation Room Block**

<b>Western Forest Economists</b>		
	<b>UDistrict King SGL</b>	
	<b>Rooms</b>	<b>Rate</b>
<b>Thu 05/15/2025</b>	10	\$185.00

- Check in time begins at 4:00pm
- Check out time is 12:00 noon

- Rates are subject to all applicable taxes, assessments and amenity fees; current tax is 15.70% and current amenity fee is \$19.95 per night per room (waived for group)
- The Group Rate shall be offered for a period of three (3) days before and three (3) days after the Group dates, subject to availability of rooms at the time of reservation to accommodate those who wish to extend their visits.
- Rates and fees include: SurfPineapple High –Band Width Wi-Fi; Bicycles for cruising, In-room coffee and unlimited water, signature pineapple cookies and coffee. Welcome Reception, fitness center, and StreamPineapple.
- Rates are net non-commissionable.

**Individual Cancellation:** To avoid the charge of one night room and tax, any individual cancellations must be received no later than 24 hours prior to scheduled arrival at Hotel.

**Early Departure Fee:** To avoid the early departure fee of one night room and tax, Hotel must receive notification no later than 24 hours prior to the new departure date.

**Parking:** Parking is available at Hotel based upon availability at the prevailing rate for day and overnight parking plus all applicable taxes (parking fees waived for group).

**Concessions:** The Hotel will provide the Group with the following additional concessions, based upon 80% guest room utilization:

- Waived Amenity fees
- Complimentary on-site parking

**Non-Smoking Property: Staypineapple, The Watertown Hotel, University District Seattle** is a 100% non-smoking property. We reserve the right to charge a **\$500 cleaning fee** to either the individual responsible or to the Group in the event of a breach in the Hotel Non-Smoking Policy.

**Room Block Release Date:** On **Tuesday, April 15, 2025** all remaining rooms which have not been reserved will be released for sale to the public. Hotel may continue to accept new reservations for your group, based upon availability and at the Best Available Rate.

**Guarantees:** All Group and individual reservations must be guaranteed. Group block is guaranteed by . A credit card authorization is required at the time of signing this agreement as a guarantee of payment.

**Method of Reservation: Individual:** Guests are to call 866.866.7977 before **Tuesday, April 15, 2025** to secure their guest rooms. Guests should reference **“Western Forest Economists”** to receive the Group rate. Reservations may also be made with a customized booking link that will be provided.

**Sleeping Room Payment:**

Individual guests will pay their own sleeping room rates (including any tax) and incidental charges. At the time of check-in, each guest will be required to present a major credit card whose brand is accepted by Hotel, on which Hotel may place a hold in accordance with Hotel’s standard procedure or process a prepayment in the amount of the guest’s estimated charges, if prepayment has not already been made. Group shall notify its guests of this policy.

**Method of Payment: Individual Pays Own:** Guests will be responsible for their own guest room, taxes and assessments, and incidental charges and a credit card will be collected at check in. Any cancellation or attrition fees incurred by the Group will be billed to the master account.

**Meeting Space: To be paid for by Nicole Jacobsen WFCFA Executive Director**

Date	Time	Room	Setup	# of Guests	Room Rental
Thu, May 15, 25	5:00 PM – 9:00 PM	Montlake Room	Rounds	30	\$250.00

*Room Rental includes Wi-Fi and setup, subject to applicable taxes and service charge. Other fees for service are outlined on the Banquet Event Order. Food and beverage and additional audio visual charges are an additional cost and subject to a 24% service charge and applicable taxes. For beer/wine – **bartender fee of \$150.00 and 2 drinks per person to be paid by WFCFA.***

**Food and Beverage Guarantee:** The food and beverage revenue anticipated for this event is before taxes, service charge and labor fees. Final guarantees will be confirmed with a banquet event order within 14 days prior to the event. If the group does not achieve the expected anticipated food and beverage minimum, any remaining balances will be charged as an additional room rental.

**Service Charge:** 24% of the room rental, food and beverage and audio visual total, plus any applicable state or local tax will be added as a service charge and fully distributed to non-management staff.

**Cancellation Policy:** Should it become necessary to cancel your event, client agrees to pay a cancellation fee as liquidated damages and not as a penalty the following percentage. Cancellation will not be charged in the event of a qualifying Force Majeure event.

- 0 – 3 Days Prior to Event – 100% of All Anticipated Revenue Due
- 4 - 14 Days Prior to Event - 75% of All Anticipated Revenue Due
- 15 - 30 Days Prior to Event - 50% of All Anticipated Revenue Due
- More than 31 Days Prior to Event - 25% of All Anticipated Revenue Due

The anticipated revenue for each event is based on the setup fee, plus any food and beverage or audio visual as outlined on the banquet event order, service charge and applicable taxes. These liquidated damages will not be reduced by any slippage/reduction or complimentary room clauses, which may have been effective had the scheduled program not be cancelled. Liquidated damages will be due and payable within thirty (30) days of cancellation of the agreement or at time of cancellation.

**Anticipated Revenue Figure:** This Agreement is based on 10 paid room nights at a rate of \$185.00. The total anticipated guest room revenue is \$1,850.00. The total anticipated function room rental is \$250.00 and event revenue is \$0.00. The anticipated combined revenue total is \$2,100.00, not including applicable tax, current tax is 15.70% and current amenity fee is \$19.95 for guest rooms (waived for group).

**Attrition:** The parties agree that the event which is the subject of this Agreement will generate revenue for Hotel from a variety of sources, including guest rooms, and other charges for additional services (including, incidental charges for food and beverage and other hotel amenities) that would be incurred by individual guests and by Group. The parties agree that the Attrition and Cancellation clauses provide for liquidated damages that have been specifically agreed upon by the parties as a reasonable estimate of the Hotel’s losses and are listed as anticipated revenue less taxes and service charge.

Group is required to utilize eighty percent (80%) of the final adjusted room block that has been mutually agreed upon in writing. Adjustments to the room block herein may only be made with written consent of both parties. If Group fails to utilize 80% of the contracted room block it will pay to the Hotel as liquidated damages, not as a penalty, an amount equal to the Group's single room rate multiplied by the difference between 80% of the contracted room block and the number of rooms utilized.

**Cancellation:** Group agrees that if it cancels or otherwise abandons its planned use of Hotel, this action would constitute a breach of contract and Hotel would be harmed. Therefore, Group agrees to pay Hotel, within 30 days after any Cancellation, as liquidated damages and not as a penalty, 80% of the total Anticipated Revenue Figure, \$2,100.00. This figure does not include applicable tax.

- Cancellation will not be charged in the event of a qualifying Force Majeure event.

**Force Majeure:** The performance of this agreement by either party is subject to acts of God, war, government regulations, disaster, strikes, civil disorder, terrorism, government issued travel or health restrictions or curtailment of transportation, making it impossible or illegal to perform this Agreement. In such event, neither party shall be liable and the party canceling pursuant to this section shall give prompt notice and must exercise due diligence and take all reasonable steps to avoid, remove and overcome the effects of the force majeure event.

**Security:** Hotel is not responsible for any loss or damage to Group property. If required, in Hotel's sole judgment, in order to maintain adequate security measures in light of the size and/or nature of Group's function, Group will provide, at Group's expense, security personnel supplied by a reputable licensed guard or security agency doing business in the city or county in which Hotel is located, which agency will be subject to Hotel's prior approval.

**Indemnification:** Each party to this agreement shall, to the extent not covered by the indemnified party's insurance, indemnify, defend and hold harmless the other party and its officers, directors, agents, employees and owners from and against any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorney's fees arising solely out of or solely caused by the indemnifying party's negligence or willful misconduct in connection with the provision and use of the Hotel as outlined in this Agreement. This paragraph shall not waive any statutory limitations of liability available to either party, including innkeepers' limitation with liability laws, nor shall it waive any defenses either party may have with respect to any claim.

**Changes, Additions, Stipulations or Lining Out:** Any changes, additions, stipulations or deletions including corrective lining out by either Hotel or Group will not be considered agreed to or binding unless such modifications have been initialed or otherwise approved in writing by both parties.

**Please Note: Hotel is not currently holding guest rooms for Group; in order to secure Group's rooms please sign and return this agreement to: Sharon Wagner. The terms of this agreement are available until .** Once the signed agreement is received, it will constitute a binding agreement between both parties.

**Signatures**

**Staypineapple, The Watertown Hotel,  
University District Seattle**

Sharon Wagner  
National Director of Group Sales

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Western Forestry & Conservation  
Association**

Nicole Jacobsen  
Executive Director

Signature: \_\_\_\_\_

Date: \_\_\_\_\_