

Meet and Save in Ocala/Marion County

RULES AND REGULATIONS

The Ocala/Marion County Visitors and Convention Bureau provides a booking incentive program, **Meet and Save in Ocala/Marion County**, which offers up to a maximum of \$1,500 to businesses and/or organizations that book a new meeting with an Ocala/Marion County meeting property, facility or venue through the Ocala/Marion County Visitors and Convention Bureau.

To qualify as a new meeting, the specific meeting must not have been held in Ocala/Marion County for the previous three years.

Meeting planners and/or businesses or organizations who book a repeat meeting through the Ocala/Marion County Visitors and Convention Bureau can qualify for an incentive maximum up to \$1,000.

A repeat meeting is one that has been held in Ocala/Marion County within the previous three years.

TO QUALIFY FOR THE INCENTIVE, ALL OF THE FOLLOWING MUST BE MET BY THE MEETING PLANNER:

1. The meeting planner must submit an RFP to the Ocala/Marion County Visitors and Convention Bureau.
2. The meeting must be held at an Ocala/Marion County facility or venue.
3. The meeting must book a minimum of 50 room nights, with at least 10 rooms on a peak night.

Incentives will be earned according to the following schedule:

Total Room Nights	New (May–Dec)	Repeat (May–Dec)	New (Jan–Apr)	Repeat (Jan–Apr)
50–100	\$500	\$200	\$350	\$125
101–150	\$750	\$400	\$575	\$200
151–200	\$1,000	\$600	\$800	\$450
201–250	\$1,250	\$800	\$1,025	\$675
251+	\$1,500	\$1,000	\$1,250	\$800

No substitutions for incentives will be allowed. The **Meet and Save in Ocala/Marion County** incentive cannot be combined with another Ocala/Marion County Visitors and Convention Bureau incentive program.



BELLEVUE

DUNNELLON

McINTOSH

REDDICK

For more information, e-mail Sky Wheeler at Sky.Wheeler@MarionCountyFL.org or call 352.438.2802.

PROCEDURES FOR OCALA/MARION COUNTY VISITORS AND CONVENTION BUREAU:

1. Accept and verify qualifications of the meeting planner's registration.
2. A representative will contact the meeting planner and begin the RFP process.
3. Ocala/Marion County Visitors and Convention Bureau representative will send the RFP/lead to appropriate meeting properties, facilities, or venues, in a timely manner based on the needs expressed in the meeting planner's RFP, or specifics provided to the Ocala/Marion County Visitors and Convention Bureau representative.
4. When a booking is confirmed and contract agreed to by the meeting property and the meeting planner, Ocala/Marion County Visitors and Convention Bureau must be notified by the property and the planner.
5. Upon receipt of verification of the total room pick-up for the specified meeting from the contracted lodging properties, and verification that the meetings were held in Ocala/Marion County, Ocala/Marion County Visitors and Convention Bureau will authorize payment per the incentive earned to the meeting business, association or organization.

PROCEDURES FOR INDUSTRY PARTNERS:

1. The meeting property or properties selected for the specific qualified meeting must notify Ocala/Marion County Visitors and Convention Bureau in writing when the meeting is contracted, confirming dates, anticipated total room pick-up and anticipated total attendees; a copy of the contract should accompany this notification.
2. Upon completion of the specified meeting, the meeting lodging property, facility or venue must verify in writing to Ocala/Marion County Visitors and Convention Bureau the total room pick-up associated with the specified meeting; and additionally verify that the meeting/s were held in Ocala/Marion County.
3. If attendees stay at more than one lodging property, the meeting planner or the participating properties must notify Ocala/Marion County Visitors and Convention Bureau in advance and the property/properties must agree to report the room nights booked for the qualified meeting.
4. Any deviation from the required notifications and reporting will negate the meeting planner's right to receive the specified incentive.
5. Upon receipt of the room night validation, Ocala/Marion County Visitors and Convention Bureau will then pay to the company, association, or organization that held the meeting the promotional incentive earned.

GENERAL TERMS AND CONDITIONS:

1. The **Meet and Save in Ocala/Marion County** promotion can be discontinued any time without prior notice.
2. All meetings booked prior to the ending date will be fulfilled per the incentives schedule outlined above.
3. Meeting planner must qualify with Ocala/Marion County Visitors and Convention Bureau for each specific meeting prior to said meeting being contracted by the meeting property.
4. The resulting contract will be between the meeting planner and the meeting facility.
5. For the purpose of this promotion, new meeting means that the specific meeting named in the registration has not been held in Ocala/Marion County during the previous three years.
6. For the purpose of this promotion, repeat meeting means that the specific meeting named in the registration has been held in Ocala/Marion County during the previous three years.
7. Ocala Marion County Visitors and Convention Bureau will serve as a facilitator in providing this incentive and must receive reports as to total room pick-up and total attendees from the meeting property and from the meeting planner.
8. Upon room night verification from the meeting property and the meeting planner, Ocala Marion County Visitors and Convention Bureau will confirm the incentive earned, and that amount will be payable by the Ocala Marion County Visitors and Convention Bureau to the business, association or organization which hosted the meeting.
9. Ocala Marion County Visitors and Convention Bureau Staff will have final determination as to any questions regarding qualifications, the meeting of qualifications and the incentive amount to be awarded.
10. Liability: Ocala Marion County Visitors and Convention Bureau, Marion County and its employees will not be held liable for any action of the meeting facilities or venues or the Meeting Planner. Further, Ocala Marion County Visitors and Convention Bureau, Marion County and its employees will not be liable for an injury suffered by the result of the participation in the **Meet and Save in Ocala/Marion County** promotion.
11. Employees of Ocala/Marion County Visitors and Convention Bureau, Marion County, Florida, or marketing or advertising agencies or organizations associated directly with either entity are not eligible for this promotional incentive.

