MONTEREY PLAZA HOTEL & SPA
CONFERENCE CONTRACT FOR
CalSAWS Consortium

By:
Lauren Siring
MONTEREY PLAZA HOTEL & SPA
re400 Cannery Row, Monterey, CA 93940
(831)646-1700 Direct
(831)646-5937 Sales Fax, (831)646-0285 Guest Fax

This Conference Contract is made on November 9, 2026, between **CalSAWS Consortium** (the "Group") and the Monterey Plaza Hotel & Spa (the "Hotel"). It states the specific terms of our agreement so that we can better serve your needs and avoid any misunderstandings. Please read it carefully. To fully execute this Contract, both parties must initial each page, all changes and amendments, and sign the final page.

1. a. GROUP CONTACT: **Jennifer Seel**
Executive Assistant, Consortium Executive Team
CalSAWS Consortium (CalSAWS)
11971 Foundation Place, Suite 300
Gold River, CA 95670

b. PARTY RESPONSIBLE FOR PAYMENT: Same as Above

2. CONFERENCE DATES: April 28, 2027 - April 30, 2027

3. GUEST ROOM RESERVATIONS:

Subject to any other terms of this Contract, we will reserve for you the following number of rooms on the following dates:

DATES	HARBOR VIEW UPGRADE	INLAND VIEW	TOTAL ROOMS
Wednesday, April 28, 2027	2	73	75
Thursday, April 29, 2027	2	73	75
Friday, April 30, 2027	--	--	Checkout
TOTAL	**4**	**146**	**150**
Rates Per Room Per Night++:	**$209**	**$209**	

You are responsible for **85%** of this guestroom block cumulatively as stated below in paragraph **14**.

4. RATES:

Our rates are net, non-commissionable, and are subject to the City of Monterey tax applicable at the time of your conference, which is presently 12%, and the Monterey Conference Center Facilities District Tax which is presently 1.6%. In addition, our rates will be subject to the California Tourism Assessment Fee which is presently 0.195%, and the Monterey County Tourism Assessment Fee which is presently $5.70 per room, per occupied room night. Taxes are subject to change and current tax rates will be applicable at the time of your conference.

CONCESSIONS:

- 2 VIP Upgrades at Inland View Group Rate of $209 per night to Harbor View Rooms
- 10% Discount on Audio-Visual Equipment Rentals from Five-Star AV with Five-Star AV As the Sole Provider
- $2 per Consumed Room Nights at Group Rate as Credit to the Master Account
- Reduced Valet Parking of $25/Vehicle/Night + Tax (Normally $45)
- 20% Discount on Coffee & Tea for Entire Program
- 85% Cumulative Guestroom Attrition

VALET PARKING: The Monterey Plaza Hotel & Spa charges a $45.00 Valet Parking Fee nightly which is subject to the City of Monterey tax applicable at the time of your conference, which is presently 12%, and the Monterey Conference Center Facilities District Tax which is presently 1.6%. 24-hour in and out privileges are included. **Discounted rates are being offered at $25 per night, per vehicle as a concession.**

THE TERRACE: The Terrace is our family-friendly area that includes a sundeck with lounge furniture and two oversized hot tubs for registered hotel guests to enjoy. Children under the age of 14 must be accompanied by an adult. Open daily 9am – 9pm. No lifeguard on duty.

VISTA BLUE SPA: All areas of the Vista Blue Spa, including the sundeck, steam rooms and locker rooms, are exclusively for hotel guests. Minors between the ages of 12-17 are welcome to enjoy the sundeck, steam rooms, and lockers rooms with a parent or guardian present. Minors between the ages 13-17 may receive a limited selection of spa treatments provided an adult is present for the duration of the treatment. Alcoholic beverages and outside food/drink are not permitted in the Spa.

UPGRADES: Your group is entitled to (2) upgrades from Inland View guestrooms to Harbor View guestrooms at the Inland View rate of **$209** per night for 2 nights.

NON-SMOKING ROOMS: Please note that **100%** of the guestrooms at the hotel are non-smoking.

5. SUITE REQUIREMENTS:

At the present time, we have not reserved any suites for your use. If your needs change, please advise us upon confirmation.

6. CHECK-IN TIME:

Check-in time is any time after 4:00 p.m. Please advise your attendees of this time. Early arrivals may make arrangements to have their luggage stored until check-in time.

7. CHECK-OUT TIME:

Checkout time is 12:00 noon. We request that all guests attending functions on their day of departure checkout by 12:00 noon. Our Bell Captain will arrange to hold guest luggage until their departure from the Hotel. If your attendees require special arrangements, such as for early check-in or late checkout, these requests must be made at least 48 hours in advance.

8. ROOM RESERVATION PROCEDURES:

From the moment this contract is accepted, we will be holding your contracted guest room block for the use of your attendees. The Hotel has no obligation to provide room nights beyond those contained in the room block.

In order to assign individuals to specific rooms, room reservations will be required. We understand your attendees will be making their reservation requests either by calling in to the following number: **800-334-3999** or online through the web address no later than **March 29, 2027**. Each of your guests must identify themselves online as part of your group to the reservations agent or by inserting the group identification code, which will be provided to you by the Hotel, and must provide all of the other information requested, such as guest name, home or business address, email address (if any), requested type of room, requested bed type (i.e. king, double/double, queen, twin or suites), check-in and check-out date. The group must separately provide the Hotel with any attendee's VIP status. It would be appreciated if the Hotel could be included on the attendee mailing list (traditional mail or e-mail), to stay informed as to when reservations are likely to begin arriving. The Hotel does not confirm reservations to the individual in writing. The Hotel reserves the right to change the method used, information required, email address or other aspect of the reservation process.

If by **March 29, 2027** all room nights which have not been reserved as described above will be deemed to be room nights which your group will not use, and they will become subject to the attrition provisions herein. Such room nights will at that date be returned to the hotel's general inventory. Reservation requests from your attendees received after **March 29, 2027** will be accepted on a space available basis, at the higher of the contract rate or rate available at that time. Should such requests be accepted, such room nights will be credited to your block for purposes of any calculation of attrition.

9. BILLING PROCEDURES AND DEPOSIT SCHEDULE:

Please complete the enclosed direct bill application and return it to our Accounting Department within 30 days so that we may attempt to approve credit for your meeting. Pre-payment of your total estimated Master Account will be due prior to your arrival, in accordance with the deposit schedule outlines below. Under such circumstance, failure to remit the appropriate pre-payment on a timely basis will be considered a cancellation by the group and the group shall be liable for amounts as described in the cancellation provisions.

All third-party charges for services and/or supplies, not directly supplied by the Hotel, will be billed to the Master Account and must be arranged for by the Hotel. Group further agrees that all charges associated with use of the grounds, function space, facilities and services of the Hotel by its vendors shall be posted to the Master Account.

A final bill, containing receipts and other back-up information, will be mailed to the Group within 21 days of the Group's departure. Master account charges may be paid in the form of cash, check or bank transfer. If Group prefers to pay via credit card, a 2.5% credit card fee will be applied to all payments. All master account charges not paid within 30 days of the billing date will bear interest at the lower of the rate of 1.0% per month, compounded monthly, if permissible by law, or the highest rate permissible by law. Should the hotel, in its sole discretion, deem collection action necessary in regard to outstanding balances hereunder, all costs associated with that collection action, including attorney's fees, shall be posted to the master account.

Major changes, as determined by the hotel, to the group-billing format listed below in paragraph **13**. made less than 72 hours prior to arrival will necessitate an additional charge of $50.00 per hour for administrative costs.

The deposits and payments outlined in the table below are due as indicated. The deposits and payments will be applied to your master account in the form of credits.

Deposit	Due Date	Amount
1st Deposit	**11/30/2026**	**$4,438** *(25%)* of Food and Beverage Minimum Plus Banquet Fee and Tax, Estimated Meeting Room Rental Plus Banquet Fee and Tax
2nd Deposit	**2/19/2027**	**$4,438** *(25%)* of Food and Beverage Minimum Plus Banquet Fee and Tax, Estimated Meeting Room Rental Plus Banquet Fee and Tax and Tax
3rd Deposit	**3/26/2027**	**$8,877** *(50%)* of Food and Beverage Minimum Plus Banquet Fee and Tax, Estimated Meeting Room Rental Plus Banquet Fee and Tax
Final Deposit	**4/14/2027**	*Remaining Total of Estimated Rooms Revenue Plus Tax, Estimated Food and Beverage Spend Plus Banquet Fee and Tax, Estimated Meeting Room Rental Plus Banquet Fee and Tax, Estimated Audio-Visual Order Plus Service Fee and Tax. *If you do not have your final orders for your events by this date, we will estimate total charges and add 10% as a contingency fee based on total estimates already invoiced for prior deposits. Amount will be calculated and invoice will be sent by this date.*
Final Payment	**10 days following receipt of invoice**	*Remaining Outstanding Balance*

Should the group master account balance be less than the total deposit amount received by the hotel after group departure, the hotel will issue a refund within 14 days of receipt of the final bill so long as there are no billing questions or disputes.

If paying by Check, please make your deposit payments by check payable to Monterey Plaza Hotel & Spa and mail to: Monterey Plaza Hotel & Spa, 400 Cannery Row, Monterey, CA 93940 Attention: Accounting Department.

10. GUEST ROOM CHARGES:

It is our understanding that your guests will pay their own account upon departure. Group assumes full and sole responsibility for informing all attendees of the room rate, applicable taxes, and the Hotel's hotel fees and that the hotel fees are separate and distinct from the room rate and from taxes. When reservations are made, we will require a deposit equal to the room rate and tax for the first night for each reservation. An individual's deposit is refundable to that individual if the Hotel receives notice of an individual's cancellation at least 7 days prior to scheduled arrival, though this shall have no bearing upon the group's total liability pursuant to either the attrition or cancellation clauses herein. Upon check-in, each guest will be required to present a valid credit card upon check-in, on which an amount of sufficient pre-authorization can be obtained to cover the room and tax charges and hotel fees for the length of the guest's stay, plus the anticipated use of the hotel's ancillary services, and we require each guest's home/business address and e-mail address. Should any guest not settle his or her account in full upon departure, the group will be responsible for those charges.

Please indicate your preference of billing for each of the following services by placing an "X" in the "Master Account" column for those items to be charged to the company or by placing an "X" in the "Guestroom Billing" column for those items to be charged to the individual attendee:

Master Account	Guestroom Billing	
X		Catered Events
X		Audio Visual
X		Room and Applicable Taxes
	X	Valet Parking Fee $25.00 per Car, per Day (normally $45 per Day)
	X	Electric Vehicle Charging $20.00 per Vehicle, per Day
	X	Telephone (Long Distance)
	X	Porterage ($8.00 Per Person, Round Trip) Mandatory for Bus Arrivals
	X	Housekeeping Gratuity ($4.00 Per Room, Per Day) ~*Discretionary*
	X	Spa Treatments
	X	Spa Gratuity (18% of treatment)
	X	Valet (Dry Cleaning)
	X	Schooners Coastal Kitchen & Bar / Tidal Coffee (Meals at Leisure)
	X	Room Service
	X	Recreation
	X	Retail
	X	Other

____ Please Initial ____

For those items that are not checked, the Hotel will first look to the individual attendees of your group for payment. Please be advised, however, that if the individual attendees do not pay such charges as requested, Group will still be responsible for all group charges, as well as all charges incurred by the individual attendees.

11. MEETING AND BANQUET REQUIREMENTS:

The hotel will provide all of the function space you require in accordance with the schedule of events which is described in the ESTIMATED MEETING AND BANQUET REQUIREMENTS AGENDA for a **TOTAL fee of $1,000,** in recognition of the revenue we will derive from the provision of room nights and food and beverage services and ancillary services hereunder. The hotel reserves the right to adjust function space at the reservations due date based on attendance at levels lower than contracted. Please ensure that the ESTIMATED MEETING AND BANQUET REQUIREMENTS AGENDA includes all space necessary to accommodate set-up and break-down times, all audio-visual needs, head tables and displays.

Should you desire additional food and beverage services and/or meeting space beyond that specified in the in the ESTIMATED MEETING AND BANQUET REQUIREMENTS AGENDA, please advise us as soon as possible so that we may attempt to secure such additional space for your use. The hotel reserves the right to make reasonable substitutions in meeting and banquet rooms and/or menu selections. Diagrams and identification of the hotel's meeting space to be used for your meeting may not be disseminated by the group without the hotel's prior approval.

Prior to your cut-off date **March 29, 2027**, we require that you submit a final program detailing your specific meeting and banquet needs. From the final program details you submit, we will prepare Final Banquet Event Orders, which will supersede the Estimated Agenda, and will be considered an addendum to this Contract. If such a final program is not submitted by your cut-off date, we will prepare Final Banquet Event Orders based upon the Estimated Meeting and Banquet Requirements Agenda, reflecting the actual prices for your meeting and banquet needs.

12. FOOD & BEVERAGE GUARANTEES:

The Group agrees that final guaranteed attendance for all food and beverage functions must equal or exceed the guaranteed number of attendees for the General Session Meeting. The Hotel will prepare food and beverage service for the number of attendees guaranteed, and charges will be based on the final guarantee or the actual number served, whichever is greater. The Hotel is not obligated to prepare or serve food and beverage in excess of the guaranteed number.

13. AUDIO-VISUAL:

The Hotel's on-site audiovisual provider, Five-Star Audio Visual, will assist with all of your group's meeting room Internet needs for both hard-wired Internet and wireless Internet. Five-Star Audio Visual will provide pricing upon request. While Five-Star Audio Visual is our preferred audio-visual provider, you have the choice of utilizing another company if you prefer for audiovisual equipment needs. Should a group choose to hire an Outside AV/Production Vendor, a *Hotel AV/Production Liaison* will be

assigned to the program to provide internal assistance. The Liaison's primary function is to ensure that no damage to the physical structure, electrical systems, and built-in audiovisual systems occur, and that the use of the loading dock and service areas complies with safety and security standards. The Liaison will be required for the entirety of **Load-In/Setup, Operation of Program, and Strike/Load-Out. A daily rate of $1,000.00 Monday-Friday 7am to 5pm and $1,500.00 for weekends and holidays will be charged to the group's Master Account**. Additional hours and overtime will be charged at prevailing hourly rates. There is a 72-hour cancellation policy if Five-Star Audio Visual is utilized. A fee equal to 100% of the equipment rental price will be charged for cancellations inside of 72 hours. If equipment is cancelled after it has been set, an additional strike/set fee of $35.00 will be assessed.

Your group is entitled to a 10% discount off Audio Visual equipment with Five Star AV As the Sole Provider. Discount does not apply if any outside Audio Visual is brought into the Hotel. Discount excludes labor, tax and service charge.

14. ROOM BLOCK AND SERVICES COMMITMENT:

When you contract for a block of rooms and meeting facilities and for food and beverage services, those room nights, facilities and services are removed from our inventory and considered sold to you, and the hotel makes financial plans based upon the revenues it expects to achieve from your full performance of the contract. It is impossible for the hotel to know in advance whether or under what circumstances or at what rates it would be able to resell your contracted room nights, services or facilities if you do not use them, either as the result of a cancellation of your meeting or as the result of less than contracted room block usage or less than contracted usage of food and beverage functions ("attrition"). In most instances, when groups do not use their contracted room nights or services, the hotel is unable to resell those room nights or services and even when room nights or services are resold, they are generally not resold at the same rates, may be resold to groups which would have utilized the hotel at another time, are not resold to groups that have the same needs as the original group, etc. Even when rooms or services may be resold, it is costly to re-market the rooms and facilities, and such efforts divert the attention of our sales staff from selling the hotel's rooms and facilities at other times. While your room block has been held out of our inventory, we may have turned away more lucrative groups in order to meet our commitment to you.

For all these reasons and others, we agree that in the event of cancellation or attrition, the following charges, which represent a reasonable effort on behalf of the hotel to establish its loss prospectively, shall be due as liquidated damages and not as a penalty. Because the hotel reasonably expects to derive revenue from your meeting above and beyond that revenue derived from the provision of room nights and food and beverage services, and because it is difficult to estimate the actual revenue which may be derived from your meeting, the amounts due as and for liquidated damages are intended to compensate the hotel for all of its losses associated with cancellation and/or attrition.

15. ANTICIPATED ROOM NIGHT AND BANQUET FOOD AND BEVERAGE REVENUE FIGURES:

At this time, the hotel is holding **150** room nights for your use over the contracted dates, which, excluding hotel fees, will generate total revenues of **$31,350**. Minimum banquet food and beverage revenue is **$12,000**. Labor charges, set-up fees, audiovisual equipment, amenities, banquet fee, tax and miscellaneous charges are billed in addition to and do not apply to the food and beverage minimum. The minimum applies only to food and beverage service and consumed in the contracted event and event venue. Food and beverage ordered and/or consumed in outlets within the property will be charged in addition to and do not apply to minimums. These figures shall be referred to herein as the "Anticipated Room Night and Banquet Food and Beverage Revenue Figures."

A 25% banquet fee and prevailing sales tax (currently 9.25%) will be added to all banquet food, beverage, function room rental and setup fees, equipment rentals, menu/entrée card printing, of which, 35% will be retained by the hotel and 65% will be distributed to hourly banquet employees serving the function. Banquet Fee and Tax are subject to change. Changes in meeting or banquet room configurations after the room is set-up will be subject to a minimum reset fee of $150.00, depending on room configuration. Banquet and meeting rooms are reserved based upon the size and type of the event. If your actual attendance is less than 80% of your estimated attendance for any function, the Hotel reserves the right to move your event to a room better suited for the actual attendance.

16. ATTRITION:

We agree to allow for a **15% reduction on a cumulative basis** of the "Anticipated Room Night Figures". At the conclusion of your meeting, we will subtract the rooms revenue derived from your meeting cumulatively (excluding revenue derived from pre and post program stays) and the amount of any permissible attrition you have taken from the Anticipated Room Night Revenue Figure set forth above. Any remaining amount will be posted as a charge to your master account, plus applicable taxes. Additionally, at the conclusion of your meeting, we will subtract the banquet food and beverage revenue derived from your meeting and the Minimum Banquet Food and Beverage Revenue Figure set forth above. Any remaining amount will be posted as a charge to your master account, plus applicable taxes and banquet fees.

17. CANCELLATION:

If you cancel your conference in its entirety, cancel certain events within your conference, or if the actual number of attendees at your conference or its individual events is less than the number reserved under this Contract, the Hotel will incur economic damages. In such events, it is agreed that the amount of actual damages would be costly or impractical or extremely difficult to fix, or proof of actual damages would be costly or inconvenient. Accordingly, **CalSAWS Consortium** agrees to pay as liquidated damages the amounts set forth below, plus applicable taxes which the parties agree are reasonable estimates of damages to be incurred by the Hotel as a result of such cancellation or breach as of the date of this Contract. All notices of cancellation must be in writing, and all deposits previously paid may be applied toward your obligation for liquidated damages. All liquidated damages are due and payable at time of the group cancellation.

If you cancel your conference in its entirety, the amount you agree to pay as liquidated damages depends on the amount of written notice that you provide to the Hotel. If you cancel this program after signing this contract and **prior to 6 months** before the program dates, you will owe as liquidated damages **60%** of the total dollar amount of your rooms reserved, based on the greater of the total dollar amount of your rooms reserved under paragraph 3 of this Contract, or the total number of rooms confirmed through a rooming list, individual reservations, or otherwise ("Rooms Reserved"). Additionally, you will owe as liquidated damages **10%** of the total dollar amount of the food and beverages reserved for your group, based on the greater of the total amount set forth on the Estimated Meeting and Banquet Requirements Agenda, or the total amount set forth on the Final Banquet Even Orders ("Food and Beverages Reserved"). Consistent with this paragraph:

- If you give **less than 3 months** notice, you will owe as liquidated damages **90%** of your Rooms Reserved and **90%** of your Food and Beverages Reserved, plus applicable taxes.

18. HOTEL POLICIES:

a. Logo: The Group shall not use the name, trademark or logo or any other proprietary designation of the hotel in any advertising or promotional material without the prior written permission of the Hotel. Group shall comply with the terms and conditions required by the Hotel for such use.

b. Audio, Lighting, Data, Electrical, and Rigging: No sound, phone, electrical, lighting, mechanical equipment or rigging can be installed or operated by anyone other than Hotel personnel. Hotel is the exclusive provider of all rigging services, labor, electrical chain hoists and rigging hardware for the Hotel. Additionally, Hotel maintains exclusive control over all connections to house audio, lighting, data and electrical systems. Appropriate charges will apply.

c. Signage: Signs and banners are not allowed in the hotel's public areas. In regard to the group's meeting space, all signs must be professionally printed and their placement and posting be pre-approved by the Convention Services Department. We must have Hotel personnel assist in affixing your signs and banners and a charge of $75 per sign or banner will be posted to Group Master Account. Nothing shall be posted, nailed, screwed or otherwise attached to walls, floors, or other parts of the building or furniture. Distribution of gummed stickers or labels is strictly prohibited.

d. Music: Loud music and bands are not allowed in any public areas or meeting rooms during daily business hours. Any use of amplifiers or live music must be approved in advance in writing. The Hotel reserves the right to control decibel levels in all areas of the Hotel. The Group represents and warrants that all copyright and publishing fees for all compositions, materials, or arrangements performed or played at the meeting have been paid by Group in full and agrees to indemnify, defend and hold harmless Hotel and its management company for any and all claims and damages related to the performance of any copyrighted works. No music is allowed after 9:00PM for outside locations and after 10:00PM for ballrooms with the exception of the Cypress Ballroom in which music would cease at 11:00PM.

e. Storage of Materials: Hotel cannot store materials for group. Mailed conference material should be sent to Hotel no more than 3 days prior to the start of conference.

f. Pyrotechnics: Group may not utilize pyrotechnics.

g. Compliance with laws and regulations: Group agrees to conduct the Event in an orderly manner in full compliance with applicable laws, regulations, and Hotel rules. Should Hotel incur any fees or costs associated with Group's compliance with such laws, regulations and rules, Group will be responsible for those fees.

h. Security: If required, at the sole judgment of Hotel, in order to maintain adequate security measures in light of the size and nature of the Event, Group shall provide, at its expense, security personnel for the Event supplied by a reputable licensed guard or security agency doing business in the city in which the Hotel is located, which agency shall be subject to the prior approval of Hotel. Security personnel provided by Group shall not carry weapons and are to coordinate with Hotel's regular security force and will only be present in the space utilized by Group.

i. Outside Contractors: If Group finds it necessary to use outside services, any companies, firms, agencies, individuals and groups hired by or on behalf of Group shall be subject to prior approval of the Hotel. Upon prior reasonable notice to the Hotel from Group, Hotel shall cooperate with such contractors and provide them with facilities at the premises to the extent that the use and occupancy of the facilities by the contractor does not interfere with the use and enjoyment of the Hotel premises by other guests and members of the Hotel. Group's contracts with its contractors will all specify that contractor and the group will indemnify and hold the Hotel harmless from any and all damages or liabilities which may arise by such Contractors or through their use.

j. Engineering Services: Engineering services are available, as needed. We will not charge you for any electrical or mechanical set-up that we consider to be basic. If a more extensive electrical or equipment set-up is required, you will be charged based upon our engineering hourly rates. Currently, our engineering services rate is $60.00 per hour. For each meeting or function, you may use one 20-amp circuit at no charge. Each additional 10-amp hookup will be charged at $25.00 each day. Additional power is subject to additional charges according to power requirements.

k. Exhibits: The rates for Exhibit Space are $85.00 per tabletop exhibit, plus tax (currently 9.25%). The use of the Hotel's Exhibit Space will be governed by "Terms and Conditions Governing Use of Exhibit Space" which will be sent separately to the group upon communication of the group's need for exhibit space.

l. Food and Beverage Control: All food and beverages must be consumed on the premises and purchased only through the Hotel. Local health department regulations regarding proper refrigeration and sanitation prohibit attendees from taking any food from the premises, with the exception of wedding cake and Hotel prepared box lunches. No food or beverages of any kind will be permitted to be brought into the Hotel for consumption.

19. MISCELLANEOUS PROVISIONS:

a. This contract is made and to be performed in Monterey, California, and shall be governed by and construed in accordance with California law. By executing this agreement, Group consents to the exercise of personal jurisdiction over it by the courts of the State California. This contract is the entire agreement between the parties, superseding all prior proposals both oral and written, negotiations, representations, commitments and other communications between the parties, and may only be supplemented or changed in writing, signed by a representative of the group and the Hotel's General Manager. No representative of the Hotel has been or is authorized to make any representation which varies from the express terms of this contract, though this contract may be supplemented or amended in writing. Group may not assign any benefits arising under or associated in any way with this contract without prior consent of Hotel. In the event of litigation arising from or associated with this contract, the parties agree that the prevailing party therein shall recover its attorneys' fees and costs incurred therein. Any legal action in connection with this agreement shall be brought or maintained only in the courts of the State of California, and only in Monterey County. No food and/or beverage of any kind will be permitted to be brought into the hotel, or any suite used as a hospitality suite, by the group or any of the group's guests.

b. Force Majeure: No damages shall be due for a failure of performance occurring due to Acts of God, war, terrorist act, government regulation, riots, disaster, or strikes, any one of which make performance impossible. The Hotel shall have no liability for power disruptions of any kind. The ability to terminate pursuant to this clause is conditioned upon delivering written notice to the other party setting forth the basis for such termination within ten (10) days after learning of such basis.

c. Insurance: CalSAWS Consortium agrees to carry and maintain and provide evidence of at least one million dollars of commercial general liability insurance, and other insurance in amounts sufficient to provide coverage against any claims arising from any activities arising out of or resulting from the respective obligations pursuant to this contract. Group's insurance policy shall name **Monterey Plaza Hotel Associates LP and Woodside Hospitality Group Ltd.**, and their respective agents and affiliates as additional insureds. Group shall provide to Hotel certificates of insurance evidencing the required coverage and compliance with the additional insured requirements **at least thirty days prior to the commencement of its meeting**. Such insurance shall be primary and not contributory with Hotel's coverage. Damage to the Hotel premises by the Group or appointed contractors will be the Group's responsibility. Group will accept full responsibility for any damages resulting from any action or omission of their individual attendees in conjunction with organized group activities. The Hotel is not responsible for any loss or damage no matter how caused, to any samples, displays, properties, or personal effects brought into the Hotel, and/or for the loss of equipment, exhibits or other materials left in meeting rooms.

The Hotel reserves the right to approve all outside contractors hired for use by the Group in the Hotel, and may have a list of approved contractors and vendors. The Hotel must be notified in advance of any proposed vendor. The Hotel reserves the right to advance approval of all specifications, including electrical requirements, form all outside contractors, and to charge a fee for outside services brought into the Hotel. The Group and/or outside contractors must provide proof of worker's compensation insurance for employees who will work on Hotel premises and proof of adequate general liability coverage (in at least the amount set forth above) for the Group and outside contractors' activities while on Hotel's premises, and

must comply with all other similar requirements the Hotel deems appropriate, in its sole discretion, regarding use of function space, facilities and use of Hotel services.

d. Indemnity: The Hotel shall indemnify, defend and hold harmless the Group and its officers, directors, partners, agents, members and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorney's fees (collectively "Claims") arising out of or caused by the Hotel's negligence in connection with the provision of services or the use of the Hotel facilities, except to the extent and percentage attributable to the Group's or its members', agents', employees', or Exhibitors' negligence. The Hotel shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such claims.

The Group shall indemnify, defend and hold harmless the Hotel, Woodside Hotels and its affiliates, and their respective officers, directors, partners, agents, members and employees from and against any and all Claims arising out of or caused by the Group's negligence and/or its members', agents', employees', independent contractors' or Exhibitors' negligence in connection with the use of the Hotel facilities, except to the extent and percentage attributable to the hotel's negligence. The Group shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such claims.

e. Time of Essence: Time is of the essence in the performance of all covenants and conditions in this Contract for which time is a factor.

f. Damages: Any damage to or loss of the Hotel's furniture, fixtures, equipment, or property caused by **California Statewide Automated Welfare System,** its employees, agents, representatives or individual attendees, shall be the responsibility of first, the individual(s) and second, **California Statewide Automated Welfare System.**

g. Shipping and Receiving: Materials sent to the Hotel prior to your event should arrive no sooner than 3 working days before the event. Packages should be addressed to the attention of the appropriate department, and should indicate "hold for arrival" with the name of the person responsible for claiming the materials and the group name. The Hotel assumes no responsibility for freight or shipping charges or for loss or damage to the contents during shipping. **CalSAWS Consortium** is solely responsible for repackaging and arranging return of materials and /or equipment. A minimum of $5.00 per parcel, plus tax, will be charged for all packages delivered from receiving to meeting rooms. Charges are dependent upon size, weight and handling difficulty of the parcels. Prices will be determined in the reasonable discretion of the Hotel. A $25.00 flat rate, plus packaging supplies and postage, will be applied to any packages shipped from the Hotel.

h. Walk Clause: If the Hotel is unable to honor the reservation of any of your attendees, the Hotel will provide one night of comparable lodging elsewhere for each such attendee, transportation to and from the Hotel and two long distance telephone calls. This sets forth the extent of the Hotel's responsibility for any lack of room availability.

i. Telephones: Telephones are available through the Hotel on a limited basis per day and are charged at various daily rates depending on the type of phone line you select. In addition, all long-distance calls will be charged at the current rates. Please allow 30 days notice for any special requirements.

j. ADA Compliance: The Hotel has completed an extensive inspection of its facility from an accessibility standpoint as it relates to the Americans with Disabilities Act (ADA) and is addressing those areas that are readily achievable. The Hotel will take whatever steps are necessary during your stay to provide equal accommodations for any guests requiring special assistance.

20. AUTHORITY:

The persons signing the agreement on behalf of Hotel and **CalSAWS Consortium** each warrant that they are authorized to make agreements and to bind their principals to this agreement.

21. ACCEPTANCE:

This contract shall be deemed accepted only after it has been signed by a representative of the group by **November 20, 2026** (electronic signature to suffice) and thereafter signed by a representative of the Hotel. Acceptance may be made by email or facsimile transmission and this contract may be executed in one or more counterparts, each of which when fully executed, shall be deemed to be an original, and all of which shall be deemed to be the same agreement.

The management and staff of the Monterey Plaza Hotel & Spa look forward to working with you to ensure the success of your event.

Dated:_____ **By:**_____
Lauren Siring
Director of Group Sales
MONTEREY PLAZA HOTEL & SPA

Dated:_____ **By:**_____
Holly Murphy
Interim Executive Director
CalSAWS Consortium
Legal Authorized Signature on Behalf
Of Party Responsible for Payment

ESTIMATED MEETING AND BANQUET REQUIREMENTS AGENDA FOR CalSAWS Consortium
April 28, 2027 - May 01, 2027

This is your program agenda as estimated at the time of signing the Contract. **These estimates are minimum requirements of your F&B obligation as stated in section 14**. *Final Banquet Event Orders*, as issued by the Hotel prior to your conference, will provide the specific requirements for your meeting and catering needs, and will supersede this Agenda. Prices indicated are subject to change without notice and will be based on current pricing at the time of the conference. Therefore, any prices listed below are estimates only, and will be superseded by the prices listed in your *Final Banquet Event Orders*.

Date	Time	Function	Room	Setup	AGR	Room Rental
Wednesday 04/28/27	4:00 PM - 11:45 PM	Setup	Cypress Ballroom	Crescent Rounds	--	$.00
Thursday 04/29/27	6:00 AM - 11:45 PM	Meeting	Cypress Ballroom	Crescent Rounds	115	**$500.00**
	8:00 AM – 9:00 AM	Breakfast Buffet	Cypress Pre-Function	Existing	115	$.00
	10:00 AM - 10:15 AM	Break AM	Cypress Pre-Function	Existing	115	$.00
	12:00 PM - 1:00 PM	Lunch	Cypress Pre-Function	Existing	115	$.00
	3:00 PM - 3:15 PM	Break PM	Cypress Pre-Function	Existing	115	$.00
Friday 04/30/27	6:00 AM - 1:00 PM	Meeting	Cypress Ballroom	Crescent Rounds	115	**$500.00**
	8:00 AM – 9:00 AM	Breakfast Buffet	Cypress Pre-Function	Existing	115	$.00
	10:00 PM - 10:15 AM	Break AM	Cypress Pre-Function	Existing	115	$.00

F&B Minimum
$12,000++

++ A 25% banquet fee and prevailing sales tax (currently 9.25%) will be added to all banquet food, beverage, function room rental and setup fees, equipment rentals, menu/entrée card printing, of which, 35% will be retained by the hotel and 65% will be distributed to hourly banquet employees serving the function. Banquet Fee and Tax are subject to change.

NOTE: Meeting room rentals have been reduced or waived in certain instances above. This modification is based on the food and beverage commitments also listed above. Should these commitments change the Hotel reserves the right to reassess room rental fees.

FOOD AND BEVERAGE PRICING:	
Continental Breakfast	$49.00++ per person
Buffet Breakfast	$68.00 – 83.00++ per person
AM/PM Breaks	$18.00 – $26.00++ per person
Plated Lunch	$90.00++ per person
Buffet Lunch	$82.00 – $140.00++ per person
Reception	$8.00 - $45.00++ per person
Plated Dinner	$115.00 – $155.00++ per person
Buffet Dinner	$110.00 – $140.00++ per person

**Menu prices subject to change*

CalSAWS Consortium
CalSAWS 2027 Strategic Planning Meeting
Wednesday, April 28, 2027 - Saturday, May 1, 2027

MONTEREY PLAZA HOTEL & SPA
LIST OF DUE DATES

Signed Contract Due:	**Thursday, November 12, 2026**
Advanced Deposit Due: Please send to the attention of **Lauren Siring**	**Initial: 11/30/2026** **Final:** 4/14/2027
Cancellation Clause in Effect:	Upon Signature of Contract
Reservations Due Date:	**Monday, March 29, 2027 @ 4:00 PM**
Direct Bill Application Due:	Upon Signature of Contract
Final Program Agenda and Specific Space Requirements Due:	**Monday, March 29, 2027**
Menu Selections Due:	**Monday, March 29, 2027**
Resume Due:	**Monday, March 29, 2027**

PLEASE KEEP THIS SHEET HANDY TO SERVE AS A REMINDER OF IMPORTANT DATES