

COURTYARD[®]

Marriott[®]

410 East 92nd Street
New York, NY 10128

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Summary

SPECIAL CORPORATE RATE

The **Courtyard New York Manhattan/Upper East Side** is pleased to extend the following net, noncommissionable rates, valid from date of execution of this agreement through **December 31, 2019**.

Seasons	Seasons	Company 2019 Rate
January 1, 2019	March 3, 2019	\$179.00 per night
March 4, 2019	June 30, 2019	\$309.00 per night
July 1, 2019	September 2, 2019	\$269.00 per night
September 3, 2019	December 31, 2019	\$359.00 per night

Should hotels' Best Available Rate fall below Legacy IVF negotiated rate the hotel will honor a percentage (%) discount off of Best Available Rate (BAR) to Legacy IVF travelers. The rates listed do not include applicable state and local taxes currently 14.75% + \$3.50 per room per night. Special Corporate Rates are applicable to single or double occupancy, and will be confirmed based on specific room inventory at the time a reservation is made. Rates do not apply to group bookings (10 or more). Rooms/rates are Non Last Room Available (NON LRA). Please note the rates offered is without last room availability.

STANDARD BLACKOUT DATES

Blackout dates for 2019 are as follows: **May 21, 22, 2019** and **September 23, 24, 25, 2019** and **December 3, 4, 19, 2019**. Hotel has the right to impose black-out dates without notice.

Complimentary with the above rates:

- Wireless Internet access in all sleeping rooms and throughout the Hotel
- Business Center
- 1-800 calls
- Coffee maker, microwave and refrigerator in the rooms
- Fitness Center with State of the Art Equipment

GUEST ROOM VOLUME COMMITMENT:

Courtyard New York Manhattan/Upper East Side commits to honor these rates and Legacy IVF agree to communicate with its frequent travelers, naming **Courtyard New York Manhattan/Upper East Side** as a preferred hotel option in **NEW YORK, NY**. Both parties agree to a review via phone on a quarterly basis. Rates and terms may be renegotiated or either party may, at its option, choose to terminate this agreement. Termination by either party must be communicated in writing and will be effective immediately upon receipt of intent to terminate.

RESERVATION METHOD

Reservations for this Special Corporate Rate can be made through your preferred travel agency or our tollfree reservation number, **800-321-2211** when making reservations, your travelers will need to identify themselves as having The Legacy IVF **special** Corporate Rate at the **Courtyard New York Manhattan/Upper East Side** in order for the reservation agent to be able to confirm a room at the Special Corporate Rate.

You may also book directly online. If requested, your direct link will be sent to you upon return of this signed contract.

CHECK-IN/CHECK-OUT TIMES

Hotel check-in time is posted at 3:00 PM anyone arriving prior to 3:00 PM will be accommodated, as rooms become available. Hotel checkout time is 12:00 PM. Arrangements may be made for a late checkout. There may be a charge for this service based on check out time requested.

GUARANTEE POLICY

The individual, Company, or Company-designated travel agency must guarantee payment for the first night's room rate with a credit card.

SMOKING POLICY

Achieving a smoke-free environment is in keeping with the **Courtyard New York Manhattan/Upper East Side's** focus on being environmentally friendly. In an effort to provide every guest with a comfortable, clean, fresh and healthy accommodation the Hotel has enforced a no-smoking policy in all guestrooms and public areas of the hotel. **Violators of this policy may be fined up to \$250.00.** Legacy IVF is responsible for advising each of its attendees of this policy prior to the start of the Event. Hotel will advise guests of this policy on printed materials, Hotel's website, at time of booking room reservation and at check-in.

BILLING

All guestroom charges, including room, tax and incidentals, will be the responsibility of the individual traveler upon check-out unless other arrangements are made in advance.

CANCELLATION POLICY

In the event that you or your travelers need to cancel a confirmed reservation at our hotel, they must call our reservation office toll free number at **800-321-2211** or their travel agent 6pm/ 48 hours prior to the date of arrival to cancel the reservation. Once a cancellation number has been received, the reservation is officially canceled. Failure to call and cancel a guaranteed by 48 hours prior to the date of arrival will result in a cancellation charge of that night's room and tax. The remaining nights of the stay will automatically be canceled.

CHANGES TO RESERVATION LENGTH OF STAY:

Please note, guest may be subject to an early check out fee if they check out earlier than the confirmed end date of the reservation.