



Saturday, September 26, 2015

Mr. Richard Henry,
Saigon Kid's Reunion 1960-61

Dear Richard,

Thank you so much for your consideration to hold the **Saigon Kid's Reunion** at the Inn in 2017! The Spruce Point Inn is Maine's ultimate oceanfront destination and a renowned landmark on the Maine coast. With the popularity of our Inn, facilities and stunning oceanfront location The Spruce Point Inn is a wonderful alternative to the ordinary!

Preferred Dates and Room Rates:

Arrival Tuesday, September 5, 2017 Departure Friday, September 8, 2017

Saigon Kid's Reunion

<i>Room Type</i>	<i>Units Blocked</i>	<i>9/5/2017</i>	<i>9/6/2017</i>	<i>9/7/2017</i>	<i>9/8/2017</i>
<i>Three Bedroom Townhouse*</i>	<i>1</i>	<i>Rate: \$632.00</i>	<i>Rate: \$632.00</i>	<i>Rate: \$632.00</i>	<i>Check-Out</i>
<i>Woodlandview Cottage Room</i>	<i>5</i>	<i>Rate: \$190.00</i>	<i>Rate: \$190.00</i>	<i>Rate: \$190.00</i>	<i>Check-Out</i>
<i>Modern Partial Oceanview Room</i>	<i>11</i>	<i>Rate: \$271.00</i>	<i>Rate: \$271.00</i>	<i>Rate: \$271.00</i>	<i>Check-Out</i>
<i>Modern Woodlandview Room</i>	<i>10</i>	<i>Rate: \$252.00</i>	<i>Rate: \$252.00</i>	<i>Rate: \$252.00</i>	<i>Check-Out</i>
<i>One Bedroom Woodland Cottage Oriole A</i>	<i>1</i>	<i>Rate: \$228.00</i>	<i>Rate: \$228.00</i>	<i>Rate: \$228.00</i>	<i>Check-Out</i>
<i>TOTAL</i>	<i>28</i>				

In addition to the above rates there is a prevailing Maine Lodging Tax and a 10% Resort fee on all guest rooms. **The townhomes are being held however, the contracts between the Inn

and the owners of the townhomes will not be signed until the end of 2015. Therefore we cannot guarantee the availability until then

SCHEDULE OF EVENTS

Date	Time	Room	Function	# of ppl
Tuesday, 09/05/17	3:00pm-12:00am	Three Bedroom Townhouse	Hospitality Suite	
Tuesday, 09/05/17	5:30 PM - 7:30 PM	Oceanfront Deck	Welcome Reception	50
Tuesday, 09/05/17	5:30 PM - 7:30 PM	Linekin Bay Courtyard	Welcome Reception Weather Backup	
Wednesday, 09/06/17	24 Hours	Three Bedroom Townhouse	Hospitality Suite	
Thursday, 09/07/17	24 Hours	Three Bedroom Townhouse	Hospitality Suite	
Thursday, 09/07/17	5:30 PM - 7:30 PM	Oceanfront Deck	Lobsterbake	50
Thursday, 09/07/17	5:30 PM - 7:30 PM	Linekin Bay Courtyard	Lobsterbake Weather backup	50
Friday, 09/08/17	12:01 AM- 11:00 AM	Three Bedroom Townhouse	Hospitality Suite	

The \$2,000.00 facilities fee for the meeting space per day has been reduced to a onetime charge of \$500.00 due to your room requirements. The event space will be set according the Spruce Point Inn Resort and Spa standards and per your specifications.

Richard, at the present time, I have availability for your requested dates. Please let me know if I may confirm the arrangements by reserving your preferred dates and executing a letter of agreement.

At Spruce Point Inn we are constantly striving to perfect the art of hospitality while offering the finest meeting facilities in Maine. We can assist in creating an agenda that will be rewarding, unique and unforgettable. Your group will depart Spruce Point Inn revitalized by the business they conducted and refreshed by their stay!

Please contact me directly at (207) 633-4152 ext. 651 or email at claroche@sprucepointinn.com should you have any questions. I look forward to the opportunity to be of service!

Best regards,

Carolyn Laroche
Catering Sales Manager
www.sprucepointinn.com