



## FIRST AMENDMENT TO GROUP SALES AGREEMENT

*Room Block*

This first Amendment to the Group Sales Agreement, entered into on or about **14 Jun 2024** (the "Agreement"), by and between Florida Housing Finance Corp. ("Group") and Hyatt Corporation, as agent of MCSW JAC Hospitality LLC, a Delaware LLC d/b/a HYATT REGENCY JACKSONVILLE-RIVERFRONT ("Hotel"), is made on **10 Sep 2025** by and between Hotel and Group.

### Witnesseth:

WHEREAS, the Hotel and Group entered into the Agreement, which provides for the Hotel to host Group for 2025 Board Meeting- Florida Housing Finance Corporation (the "Event") at the Hotel;

WHEREAS, the Group desires to change the size of the Guest Room Block for the Event; and

WHEREAS, Group and Hotel desire to amend the Agreement to accommodate Group's needs and meet Hotel's expectations of revenue to be received for the Event.

NOW, THEREFORE, the parties agree to amend the Agreement by this instrument as follows:

Group recognizes its commitment to pay to Hotel monies owed pursuant to the Guest Room Minimum clause of the Agreement, and Hotel agrees to amend the number of rooms held for Group under the following clauses:

1. The following shall replace and amend the Guest Room Block clause in the Agreement:

**Guest Room Block:** The rooms will be provided based on the following block:

| Date        | Day       | 2 Queen Beds | Daily Contracted Guest Room Block | Daily Contracted Guest Room Revenue Commitment |
|-------------|-----------|--------------|-----------------------------------|------------------------------------------------|
| 22 Oct 2025 | Wednesday | 17           | 17                                | \$3,383.00                                     |
| 23 Oct 2025 | Thursday  | 50           | 50                                | \$9,950.00                                     |

**Total Guest Room Block:** 67

**Total Guest Room Revenue Commitment:** \$13,333.00

**Total Revenue Commitment:** \$16,933.00. This amount is the sum of Group's Total Guest Room Revenue Commitment, Food and Beverage Revenue Commitment (as defined herein), and any Meeting and Event Space Rental Fee (as defined herein).



## Cancellation Option

Either Hotel or Group may cancel this Agreement without cause upon written notice to the other party at any time prior to the Event. In the event Group cancels without cause, Group shall pay Hotel liquidated damages in an amount calculated according to the table below (the "Cancellation Charges"), plus applicable taxes. Applicable services charges will be added to the Cancellation Charges when cancellation occurs sixty (60) days or less prior to the first date of the Event.

|                                                      |                                                                                                                  |
|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| Agreement signing through the first day of the Event | <b>\$12,106.00</b> (80% of the Total Guest Room Revenue Commitment, 40% of Food and Beverage Revenue Commitment) |
|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|

Payment of the Cancellation Charges shall be made by Group to Hotel at the time this Agreement is canceled. Hotel and Group agree that: (a) the damages suffered by Hotel in the event that Group cancels without cause are difficult to calculate, for reasons, including, but not limited to, the uncertainty, at the time of contracting, of the business that can be rebooked and the associated rates; (b) the above formula is a reasonable estimate of such damages; and (c) the Cancellation Charges do not constitute a penalty.

In the event Hotel cancels this Agreement without cause, Hotel shall pay Group any direct damages suffered as a result of the cancellation, which damages shall not exceed the amount calculated according to above table.

The parties' obligations under this Section shall survive termination of this Agreement.

**Please sign and return to Hotel by 17 Sep 2025.**

Except as herein expressly modified, the Agreement shall remain in full force and effect, subject to all terms and conditions contained therein.

By Hotel's  
Authorized Representative

By: Nicola S. Leiba  
nicola.leiba@hyatt.com

Name: NICOLA S. LEIBA

Title: GROUP SALES MANAGER

Date: 09/15/2025

By Group's  
Authorized Representative

By: Angeliki G Sellers  
Angie.Sellers@floridahousing.org

Name: ANGELIKI G. SELLERS

Title: CHIEF FINANCIAL OFFICER

Date: 09/15/2025

## Group Sales Agreement

**Date Revised:** June 13, 2024

**Group Contact:** Angeliki G. Sellers

**Title:** Chief Financial Officer

**Organization:** Florida Housing Finance Corp.

**Address:** 227 N BRONOUGH ST STE 5000  
TALLAHASSEE, FL 32301-1367

**Telephone:** 850-488-4197 **Email:** Angie.Sellers@floridahousing.org

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**Event Name:** 2025 Board Meeting- Florida Housing Finance Corporation

**Official Event Dates:** 23-Oct-2025/ 24-Oct-2025

**Hotel Sales Manager:** Maryellen Van Royen

**Title:** Sales Specialist

**Telephone:** 267-273-1064/(904)588-1234, x2 –sales office **Email:** [maryellen.vanroyen1@hyatt.com](mailto:maryellen.vanroyen1@hyatt.com)  
[jaxrj\\_sales@hyatt.com](mailto:jaxrj_sales@hyatt.com)

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Florida Housing Finance Corp. ("Group") and Hyatt Corporation, as agent of MCSW JAC Hospitality LLC, a Delaware LLC d/b/a HYATT REGENCY JACKSONVILLE-RIVERFRONT ("Hotel") agree as follows:

### Group's First Option Due Date

Hotel agrees to hold the guest rooms and meeting and event space listed in this Group Sales Agreement (the "Agreement") for the Event named above on a tentative basis until **21 Jun 2024**. If this Agreement is not fully executed by Group and returned to Hotel, together with any required deposit, credit application or other materials, by **21 Jun 2024**, Hotel may release the guest rooms and/or meeting and event space. If, prior to Group's execution and return of this Agreement together with any other required materials, Hotel receives an alternate request for the Event guest rooms and/or meeting and event space, Hotel will notify Group and Group will have forty-eight (48) hours from Hotel's notification to return this signed Agreement together with any other required materials to Hotel.



# Guest Room Block & Guest Room Revenue Commitment

The table below sets forth the total number of guest rooms set aside by Hotel for Group's use during the Official Event Dates ("Total Guest Room Block") together with the expected total guest room revenue (the "Total Guest Room Revenue Commitment") and where applicable, the expected guest room revenue for each day of the Event ("Daily Guest Room Revenue Commitment," and together with the Total Guest Room Revenue Commitment, the "Guest Room Revenue Commitments").

| Date        | Day      | 2 QUEEN BEDS | Daily Contracted Guest Room Block | Daily Contracted Guest Room Revenue Commitment |
|-------------|----------|--------------|-----------------------------------|------------------------------------------------|
| 23 Oct 2025 | Thursday | 50           | 50                                | \$9,950.00                                     |

**Total Guest Room Block:** 50  
**Total Guest Room Revenue Commitment:** \$9,950.00  
**Total Revenue Commitment:** \$11,390.00. This amount is the sum of Group's Total Guest Room Revenue Commitment, Food and Beverage Revenue Commitment (as defined herein), and any Meeting and Event Space Rental Fee (as defined herein).

## Guest Room Rates

Hotel confirms the following Guest Room Rates:

| Room Type    | Block Type | Single Rate | Double Rate | Triple Rate | Quad Rate |
|--------------|------------|-------------|-------------|-------------|-----------|
| 2 QUEEN BEDS | Group      | \$199.00    | \$199.00    | \$224.00    | \$249.00  |

### STANDARD UPGRADE RATES

- City View King: \$20.00 Additional per room, per Night
  - River View Queen: \$30.00 Additional per room, per Night
  - River View King: \$40.00 Additional per room, per Night
  - Studio Queen: \$85.00 Additional per room, per Night
  - Studio King: \$100.00 Additional per room, per Night
  - Regency Club: \$75.00 Additional per room, per Night
  - Executive Suite: \$150.00 Additional per room, per Night
  - Junior Suite: \$150.00 Additional per room, per Night
  - St. Johns Suite: \$650.00 Additional per room, per Night
  - Presidential Suite: \$1,200.00 Additional per room, per Night
- Suite Pricing: All suite prices are quoted with one bedroom

The Guest Room Rates are quoted exclusive of any applicable taxes (which are currently 14.6400%) applicable service fees, and/or Hotel-specific fees in effect at the time of the Event.

## Relocation

In the event Hotel does not provide a guest room to an Event attendee with a confirmed reservation and the Event attendee is in need of the guest room, Hotel shall use commercially reasonable efforts to: (i) relocate the displaced Event attendee to the closest comparable hotel (the "Alternate Hotel") for the nights Hotel is not able to provide the Event attendee a guest room; and (ii) provide transportation to and from such Alternative Hotel for each night Hotel is not able to provide the Event attendee a guest room, all in accordance with Hotel's relocation policy.

Any guest rooms relocated to an Alternate Hotel as set forth above will be credited to Group's Guest Room Revenue Commitments and complimentary guest room count for such period as Hotel is unable to provide guest rooms to Event attendees. Relocated guest rooms will not be commissionable.





## Reservation Method

Hotel recommends using a web-based reservation system to make room reservations. Reservations may be made, modified or canceled by attendees via a URL provided by Hotel and published by Group to potential Event attendees (usernames or passwords provided to Group to access the web-based reservation system are confidential and their misuse is Group's responsibility), and the privacy policy of the host of such URL shall apply. Reservations for rooms accessible to guests with disabilities may be made in the same manner. Reservations must be made on or before the Cut-Off Date specified below.

In addition, group representative will send a rooming list with the names of the Board of Directors and their special billing instructions as well.

## Cut-Off Date

**The "Cut-Off Date" is 02 Oct 2025.** After the Cut-Off Date, all rooms within the Total Guest Room Block that have not been reserved will be returned to Hotel's general inventory. Reservation requests for rooms within the Total Guest Room Block received after the Cut-Off Date will be based on availability at Hotel's prevailing rates and will be credited to achieving the Guest Room Revenue Commitments. Only actual reservations for Event attendees will be considered valid room reservations. After the Cut-Off Date, canceled guest rooms will be returned to Hotel's inventory. Name changes on, or other transfers of, room reservations will not be accepted after the Cut-Off Date.

## Non-Commissionable

The Guest Room Rates set forth above are confirmed on a net, non-commissionable basis.

## Guest Room Revenue Commitment - Attrition Policy

By entering into this Agreement, it is understood that Hotel is relying on, and Group is agreeing to provide, the Daily Guest Room Revenue Commitment and Group is, therefore, responsible to achieve the Daily Guest Room Revenue Commitment during each day of the Event, as set forth in the Total Guest Room Block table above (plus any applicable taxes, service charges and other fees). Hotel agrees to allow Group to reduce each day's Daily Guest Room Revenue Commitment by **twenty percent (20%) per day** ("Daily Guest Room Revenue Minimums"). Should Group's actualized guest room revenue fall below the Daily Guest Room Revenue Minimum attributable to any specific date(s) of the Event, Group shall pay as liquidated damages the difference between the Daily Guest Room Revenue Minimum and the actualized guest room revenue for such dates, plus any applicable taxes and service charges, as calculated on a daily basis ("Attrition Charges"). Overachievement of the Daily Guest Room Revenue Minimums for any date during the Event may not be applied to any other date during the Event. Attrition Charges owed to the Hotel under this Section, if any, will be posted to Group's Master Account.

Hotel and Group intend to liquidate the damages suffered by Hotel in the event that Group fails to meet the Daily Guest Room Revenue Minimums set forth in this Section. Therefore, Group and Hotel agree that: (a) the damages suffered by Hotel in the event that the Daily Guest Room Revenue Minimums are not met are difficult to calculate; (b) the above formula is a reasonable estimate of such damages; and (c) the Attrition Charges do not constitute a penalty.

Group's obligations under this Section shall survive completion of this Agreement.

## Resale (Attrition)

In the event that Group is unable to pick up enough guest rooms by the Cut-Off Date to meet the Daily Guest Room Revenue Minimums set forth herein and would be liable for payment of Attrition Charges, Hotel shall make commercially reasonable efforts to resell Group's unused guest rooms. Group understands that Hotel sells its remaining inventory first before selling rooms in the Total Guest Room Block that have not been picked up. Any guest room within the Total Guest Room Block that is resold will be considered as being a qualifying resold room if Hotel first sells all its guest rooms outside the Total Guest Room Block. However, on any date Group does not meet its Daily Guest Room Revenue Minimum and Hotel achieves 100% occupancy for that date, the Daily Guest Room Revenue Minimum for that date will be considered fulfilled and no Attrition Charges will be due for that date. Revenues received by Hotel from any qualifying resold rooms will be credited to the Attrition Charges owed by Group.





## Meeting and Event Space Commitment

Group's program of events must be signed and initialed by Group and returned to Hotel with this signed Agreement (the "Program of Events"). Hotel will hold the meeting and event space as set forth on the signed and initialed Program of Events, which shall be attached to and made a part of this Agreement. This is considered to be a firm commitment by Group and any alteration to Group's Guest Room Revenue Commitments or Food and Beverage Revenue Commitment (as defined below) may result in a modification of Group's Meeting and Event Space Rental Fee (as defined below), if any, by Hotel. All meeting and event space is assigned by Hotel according to the number of persons guaranteed to attend the Event. Hotel may reassign the meeting or event space listed on the Program of Events at Hotel's sole discretion. Failure to submit a finalized Program of Events to Hotel by **2 OCT 2025** may result in a release or reassignment by Hotel of the meeting or event space being held for Group. Group agrees to promptly notify Hotel of any changes in its meeting or event space requirements.

Meeting and event space rental for this Event is **waived with the Food and Beverage Minimum** (the "Meeting and Event Space Rental Fee"). The Meeting Event Space Rental Fee is subject to taxes and service charges in effect at the time of the Event. The current tax rate for meeting rooms is 7.5000%. The service charge is 26.000%, of which 59.520% is allocated to service personnel who provide services for the Event and 40.480% is retained (and not distributed to service personnel) by Hotel.

Service charges may be subject to sales or other taxes in effect at the time of the Event. Group and its attendees may provide a tip to Hotel's staff in addition to the service charge. All service charges will be posted to Group's Master Account.

### Event Date: Thursday, 23-Oct-2025

|                         |         |                     |    |               |                 |
|-------------------------|---------|---------------------|----|---------------|-----------------|
| Audit Committee Meeting | MEETING | 04:00 PM - 05:00 PM | 25 | HOLLOW SQUARE | CITY TERRACE 11 |
|-------------------------|---------|---------------------|----|---------------|-----------------|

### Event Date: Friday, 24-Oct-2025

|               |              |                     |     |          |                 |
|---------------|--------------|---------------------|-----|----------|-----------------|
| Board Meeting | MEETING      | 08:30 AM - 11:30 AM | 125 | THEATER  | RIVER TERRACE 2 |
| Coffee Break  | COFFEE BREAK | 10:00 AM - 10:15 AM | 125 | EXISTING | RIVER TERRACE 2 |

## Food and Beverage Revenue Commitment

By entering into this Agreement, Group agrees to provide a minimum of **\$3,600++** in meeting and event food and beverage revenue (the "Food and Beverage Revenue Commitment"). The Food and Beverage Revenue Commitment excludes services charges, taxes, audio visual, parking or other associated expenses applicable at the time of the Event.

Should Group's actual food and beverage revenue fall below the Food and Beverage Revenue Commitment, Group shall pay as liquidated damages the difference between the Food and Beverage Revenue Commitment (after applying any permissible reduction) and the actualized food and beverage revenue, plus any applicable taxes and service charges (also referred to as "Attrition Charges"). Attrition Charges owed to Hotel under this Section, if any, will be posted as a charge on Group's Master Account.

All banquet food and beverage arrangements must be made through Hotel. Only food and beverages purchased from Hotel may be served on Hotel property. Hotel reserves the right to cease service of alcoholic beverages in the event that persons under the age limit mandated by applicable law are present at the Event and attempt to receive service of alcoholic beverages. Hotel reserves the right to deny alcoholic beverage service to guests who appear to be intoxicated.

Group's obligations under this Section shall survive completion of this Agreement.



## Service Charges - Food and Beverage

A service charge and applicable taxes that are in effect at the time of the Event shall be added to all food and beverage charges. The current service charge is 26.00%, of which 59.52% is allocated to service personnel who provide services for the Event and 40.48% is retained (and not distributed to service personnel) by Hotel.

Service charges may be subject to sales or other taxes in effect at the time of the Event. Group and its attendees may provide an additional tip to Hotel's staff. All service charges will be posted to Group's Master Account.

## Housekeeping Gratuities

Housekeeping gratuities are up to the individual's discretion. All housekeeping gratuities are distributed to those members of Hotel's staff servicing Group's attendees.

Please check one and initial:

☐ Housekeeping gratuities to be posted to Master Account.

☒ Housekeeping gratuities will be up to the individual's discretion.

## No Transfer or Resale by Group

Under no circumstances may Group, Agent or anyone else acting on behalf of Group assign, transfer or resell to a third party its rights or obligations under this Agreement, including, without limitation, Group's reservation or commitments regarding guest rooms, meeting and event space, food and beverage events or other contracted facilities or services under this Agreement.

## Payment

If Group requests direct billing to a Master Account (as defined below), a completed credit application (which will be provided to Group by Hotel upon request) must be returned to Hotel for approval at least sixty (60) days prior to arrival. In the event credit is approved: (i) all charges (up to the authorized credit amount) shall be due and payable to Hotel no later than thirty (30) days after Group's receipt of the Master Account invoice; and (ii) Hotel reserves the right to rescind its approval if there is a material change in Group's creditworthiness or material increase in anticipated charges. A "Master Account" is a record of all charges and transactions made during the Event to be paid for directly by Group.

In the event that credit is not requested, not approved or subsequently rescinded, payment of Group's total estimated Master Account will be due to Hotel prior to Group's arrival in accordance with the deposit schedule below. Failure to remit such payment(s) when due will be deemed to be a cancellation of this Agreement by Group, and Group shall be liable for the Cancellation Charges as set forth herein.

Invoice disputes and/or billing errors must be communicated to Hotel no later than fourteen (14) days before the date payment is due.

Please note that Hotel never requests billing information or requests changes to billing information via email. Should Group receive any billing notice or inquiry via email, please contact the Hotel Sales Manager at the phone number set forth above.





## Deposits

Group shall provide a non-refundable (except as specifically provided herein) deposit in the total amount of **\$1,794.00** payable as set forth in the table below. All deposits will be credited towards any Attrition Charges or Cancellation Charges due to Hotel. Payment may be made by check, credit card, wire transfer or ACH. Hotel will provide a Credit Card Authorization form for scheduled payments made by credit card or ACH.

Group shall also provide a contingency deposit for additional items or services requested and provided during the Event, equal to 20% of the estimated Master Account charges ("Contingency Deposit"), due on same date as the final deposit below. The Contingency Deposit will be credited toward any additional amounts charged for additional items or services requested and provided during the Event, and, if applicable, any other outstanding amounts owed by Group to Hotel. Any portion of the Contingency Deposit remaining after payment of such additional items and outstanding amounts will be refunded to Group.

## Billing Arrangements

Group shall be responsible for the Board of Director's room, tax, parking and charges for the Meeting and Event Space Rental Fee, food and beverage and all other services. These charges will be billed to the Master Account only if credit approval is granted in accordance with Hotel's credit approval process. Individuals shall be responsible for any charges they incur, which are not authorized to be billed to the Master Account.

In addition, the staff and stakeholders will be responsible for their individual room, tax and any charges they incur .

Group appoints **Ms. Angeliki G. Sellers and Ms. Jenny Marshall** to review and approve all charges billed to the Master Account.

## Cancellation Option

Either Hotel or Group may cancel this Agreement without cause upon written notice to the other party at any time prior to the Event. In the event Group cancels without cause, Group shall pay Hotel liquidated damages in an amount calculated according to the table below (the "Cancellation Charges"), plus applicable taxes. Applicable services charges will be added to the Cancellation Charges when cancellation occurs sixty (60) days or less prior to the first date of the Event.

|                                                      |                                                                                                                 |
|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Agreement signing through the first day of the Event | <b>\$9,400.00</b> (80% of the Total Guest Room Revenue Commitment, 40% of Food and Beverage Revenue Commitment) |
|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|

Payment of the Cancellation Charges shall be made by Group to Hotel at the time this Agreement is canceled. Hotel and Group agree that: (a) the damages suffered by Hotel in the event that Group cancels without cause are difficult to calculate, for reasons, including, but not limited to, the uncertainty, at the time of contracting, of the business that can be rebooked and the associated rates; (b) the above formula is a reasonable estimate of such damages; and (c) the Cancellation Charges do not constitute a penalty.

In the event Hotel cancels this Agreement without cause, Hotel shall pay Group any direct damages suffered as a result of the cancellation, which damages shall not exceed the amount calculated according to above table.

The parties' obligations under this Section shall survive termination of this Agreement.





## Rights of Termination for Cause

This Agreement may be terminated by either party without liability upon written notice under the following circumstances:

- I. if a party's performance under this Agreement is subject to acts of God, war, government regulation, terrorism, disaster, strikes, civil disorder, a pandemic, a travel restriction on members of the general public issued by a governmental agency, curtailment of public transportation facilities, or any other unexpected emergency of a comparable nature beyond the party's control that in each case makes it illegal or impossible to perform its obligations under this Agreement. In such event, the terminating party shall give written notice of termination to the other party within five (5) days of such occurrence; or
- II. if either party makes a voluntary or involuntary assignment for the benefit of creditors or enters into bankruptcy proceedings prior to the date of the Event. In such event, the party who is not making an assignment or entering into bankruptcy proceedings shall have the right to terminate this Agreement upon written notice to the other party; or
- III. if at the time of the Event, the hotel will no longer be operated under a Hyatt brand. In such event, Hotel shall notify Group in writing of such change, and Group shall have the right to terminate this Agreement without liability upon written notice to Hotel within thirty (30) days of the date of Hotel's notice of change of brand.

In the event of termination by either party under this Section, Hotel shall refund all deposits and/or prepayments made by Group within thirty (30) days of receipt of the notice of termination.

Except as otherwise specifically provided in this Agreement, neither party shall have the right to terminate this Agreement for any other cause.

## Indemnification and Hold Harmless

To the extent allowable by law, Hotel agrees to defend, indemnify and hold Group harmless from and against any claims, costs, losses, expenses, damages, actions, causes of action, and/or liabilities, including reasonable attorneys' fees, arising out of or resulting from any third-party claim alleging: (i) any negligent act undertaken or committed by Hotel pursuant to the performance of its obligations under this Agreement except to the extent such actions or liabilities are due to the misconduct or negligence of Group or its employees, attendees, agents or contractors; or (ii) any breach by Hotel of its obligations under the Sections of this Agreement titled "Compliance with Laws" or "Privacy of Personal Information."

To the extent allowable by law, Group agrees to defend, indemnify, and hold Hotel, the entity that owns the hotel, the entity that manages the hotel and their affiliates and each of their respective shareholders, members, directors, officers, managers, employees, attendees, invitees, and representatives harmless from and against all claims, costs, losses, expenses, damages, actions, causes of action, and/or liabilities, including reasonable attorneys' fees, arising out of or resulting from any third-party claim alleging: (i) any negligent act undertaken or committed by Group, its employees, invitees, attendees or any contractors hired or engaged by Group in connection with the performance of Group's obligations under this Agreement, except to the extent such actions or liabilities are due to the misconduct or negligence of Hotel; or (ii) any breach by Group of its obligations under the Sections of this Agreement titled "Compliance with Laws," "Privacy of Personal Information" or "Permits and Licenses."

The parties' obligations under this Section shall survive completion or earlier termination of this Agreement.

## Limitation of Liability

Except for damages covered by the indemnifying party's indemnification obligations under this Agreement, neither party shall be liable to the other for any special, indirect, incidental, consequential, punitive or exemplary damages even if such party has knowledge of the possibility of such damages. Under no circumstances shall this limitation of liability limit or waive Group's obligations to pay liquidated damages, including without limitation, Attrition Charges or Cancellation Charges that may be owed.

This Section shall survive completion or earlier termination of this Agreement.





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## Insurance

Group and Hotel shall each maintain sufficient insurance to insure their respective indemnification obligations set forth in this Agreement, and each shall provide evidence of such insurance upon request.

## Contractors

For any activity introduced onto Hotel's premises by an outside provider engaged by Group, Group will ensure that such providers comply with the terms of this Agreement and with any requirements for such providers as provided to Group by Hotel. Group will be fully responsible for such providers' actions or inactions and agrees to remove from Hotel's premises any outside provider that Hotel deems objectionable or whose activities cause reasonable concern. Group will provide a certificate of insurance from such outside providers covering their actions and naming Hotel, the entity that owns the hotel, the entity that manages the hotel and their affiliates as additional insureds with regard to their activities.

## Damage to Hotel Premises

Group shall be responsible for all damage to the hotel premises caused by Group, its agents, contractors, attendees or invitees. Upon completion of the Event, Group will leave the premises in the same condition as received, reasonable wear and tear excepted.

Group's obligations under this Section shall survive completion or earlier termination of this Agreement.

## Public Access Laws

Hotel acknowledges its obligation to comply with the public accommodations requirements of the Americans with Disabilities Act or any equivalent applicable laws regarding access and public accommodation ("Public Access Laws") except those of Group including Group's obligation to (i) remove "readily achievable" physical barriers within the meeting rooms utilized by Group that Group created (e.g., set-up of exhibits in an accessible manner) and that are not controlled or mandated by Hotel; (ii) provide auxiliary aids and services where necessary to ensure effective communication of the Event to disabled participants (e.g., Braille or enlarged print handouts, interpreter or simultaneous videotext display); and (iii) modify Group's policies, practices and procedures applicable to attendees as required to enable disabled individuals to participate equally in the Event. Group shall identify in advance any special needs of disabled Event attendees requiring accommodation by Hotel and will notify Hotel of such needs for accommodation in writing as soon as they are identified to Group. Whenever possible, Group shall copy Hotel on correspondence with attendees who indicate special needs requiring accommodation under such Public Access Laws. Hotel shall notify Group of requests for accommodation that it may receive otherwise than through Group to facilitate identification by Group of its own accommodation obligations or needs as required by such Public Access Laws. Any extraordinary costs for special auxiliary aids requested by Group shall be borne by Group.

## Compliance With Laws

Each party hereby represents, warrants and covenants that it shall comply with all laws, rules, orders and regulations applicable to its performance under this Agreement.

## Changes; Notice

Any changes to this Agreement must be made in writing and signed by both parties to be effective. Any modifications, additions or corrective lining out made on this Agreement will not be binding unless such modifications have been signed or initialed by both parties. Any notice hereunder shall be given to the individuals listed on the first page of this Agreement at the addresses set forth herein. Notice must be given by: (i) certified or registered mail, return receipt requested; (ii) commercial courier for overnight delivery, with a signature signifying receipt; or (iii) email, provided that for notices given by facsimile or email, a confirmation copy must also be sent that same day by commercial courier for overnight delivery as provided herein. All notices shall be deemed delivered upon receipt.





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## Confidentiality

To the extent allowable by law, each party hereby agrees that all information gathered or learned about the other party resulting from or otherwise arising out of this Agreement (excluding personal data, which is addressed exclusively in the following Section ("Privacy of Personal Information"), collectively "Confidential Information") shall remain confidential at all times and each party will use commercially reasonable efforts to limit disclosure to those necessary for performance of the Agreement. Group, and not Hotel, is solely responsible for safeguarding, collecting, or destroying its Confidential Information distributed or circulated by Group to Event attendees during any portion of the Event.

This Section shall survive completion or earlier termination of this Agreement.

## Privacy of Personal Information

Hotel complies with the Global Privacy Policy, which is available at <http://privacy.hyatt.com> (the "Privacy Policy"). If applicable, Group agrees to inform guests and Event attendees ("Guests") where they may access the Privacy Policy. To the extent that Group transfers information related to any person to Hotel, Group confirms and warrants that it will do so in a manner ensuring appropriate security measures and in compliance with all applicable requirements of data protection and privacy laws and regulations. Group affirms that it (and its Agent, if applicable) is authorized to provide, request, and receive information pertaining to Guests as is necessary pursuant to the Guests' hotel stay, Event attendance or under this Agreement. Hotel will protect and use personal data about Guests that Hotel receives in connection with its performance of this Agreement and as set forth in the Privacy Policy, provided that Group acknowledges and agrees that certain services (e.g., a web-based reservation system) may be provided by a third party and that use of such services may be subject to terms and conditions (including those regarding the access and use of Guest information) of that third party and may be different than those in this Agreement.

## Hotel Name and Trademark

Except for using the name and address of the hotel for the limited purpose of identifying the location of the Event, Group shall not use the name, trademark or logo or any other proprietary designation of Hotel in any advertising or promotional material without the prior written permission of Hotel. Group shall comply with the terms and conditions required by Hotel for such use.

## Human Rights/Combating Human Trafficking

At Hyatt, we respect the fundamental human rights of all people and have taken an aggressive approach to prevent human trafficking both at Hyatt properties and more broadly in the hospitality industry. For more information about our human trafficking prevention efforts, please visit the World of Care website available at: <https://about.hyatt.com/en/world-of-care/caring-for-people/human-rights-trafficking.html>.

## Hyatt's Global Care & Cleanliness Commitment

Hyatt's priority is guest and colleague safety and wellbeing. Guided by our purpose of care, Hyatt has established a multi-layered Global Care & Cleanliness Commitment that builds on our existing rigorous protocols and includes an accreditation process, colleague training and support resources and a cross-functional working group of medical experts and industry professionals. Hyatt's Global Care & Cleanliness Commitment is available at: <https://www.hyatt.com/info/global-care-and-cleanliness-commitment>.

## Permits, Licenses and Approvals

Group shall, at its sole cost and expense, obtain all licenses, permits and approvals that are: (i) required for the Event; or (ii) required and/or necessary for Group to perform its obligations under this Agreement. Such licenses or permits include, but are not limited to licenses and permits: (a) from any applicable governing body; and (b) for the use of a third party's intellectual property, including but not limited to any music, videos, performances, and/or images.





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## Arbitration

The parties agree that any and all claims, controversies or disputes between the parties arising out of Group's failure to achieve applicable revenue commitments or Group's or Hotel's cancellation or termination of this Agreement ("Attrition and Cancellation Claims") shall be submitted to arbitration before a single arbitrator in the city or county in which Hotel's premises are located. The arbitration proceedings shall be conducted in accordance with: (i) for U.S. hotels, the Commercial Arbitration Rules of the American Arbitration Association; or (ii) for all non-U.S. hotels, the applicable rules of the International Centre for Dispute Resolution, or such other dispute resolution provider as otherwise agreed to by the parties. The arbitration proceedings shall be completed as soon as possible but not more than sixty (60) days after the appointment of an arbitrator. The parties agree to produce and exchange documents within ten (10) days of appointment of an arbitrator, unless otherwise agreed. The parties expressly agree that the arbitration shall be final and binding on the parties and judgment may be entered upon the award and may be enforced by appropriate judicial action in any state or federal court having jurisdiction thereof. The parties agree that the arbitrator shall adhere faithfully to the laws of the State or Province in which Hotel's premises are located and that the arbitrator shall award to the prevailing party in arbitration the reasonable attorneys' fees and costs expended in connection with any arbitration conducted under this provision.

## Governing Law; Jurisdiction

This Agreement shall be governed by and construed under the laws of the State or Province in which Hotel's premises are located (excluding its conflicts of law rules). Except for Attrition and Cancellation Claims, which shall be resolved pursuant to arbitration as described in this Agreement, any controversy, claim or dispute arising out of or relating to this Agreement shall be brought in any court of competent jurisdiction in the State or Province in which Hotel's premises are located for trial and determination without a jury.

## Waiver of Jury Trial

To the extent permitted by law, the parties hereby expressly waive the right to a trial by jury.

## Attorneys Fees

In the event any legal action is taken by either party against the other party to enforce any of the terms and conditions of this Agreement, it is agreed that the unsuccessful party to such action shall pay to the prevailing party therein all court costs, reasonable attorneys' fees, and expenses incurred by the prevailing party. In addition, the party against whom collection is sought by non-judicial means shall be responsible for all reasonable costs (including reasonable attorneys' fees) incurred by the party that is successful in seeking collection of monies due pursuant to this Agreement.

## Waiver

If one party agrees to waive its right to enforce any term of this Agreement, that party does not waive its right to enforce such term at any other time or to enforce any or all other terms of this Agreement.

## Enforceability

If any provision of the Agreement is unenforceable under applicable law, the remaining provisions shall continue in full force and effect.

## Counterparts/Electronic Signatures

This Agreement may be executed in one or more counterparts with an original signature or with a Hotel-approved electronic signature, each of which shall be deemed an original and all of which shall constitute the same instrument. Further, if a signed Agreement is provided to Hotel as a photocopy, fax, PDF or other format through a Hotel-approved electronic software system, then such Agreement shall be treated and shall have the same binding effect as an original and shall be acceptable to Hotel to hold the Total Guest Room Block and/or meeting and event space as set forth herein.



## Entire Agreement

This Agreement, along with the attached Program of Events, contains all of the terms agreed to by the parties. All prior agreements, verbal or written, are no longer effective once this Agreement is signed by the parties. Should there be any conflict between this Agreement and any addenda, exhibits, or attachments, the language of this Agreement shall control.

Each party represents and warrants that the individual below is authorized to sign this Agreement on the party's behalf, and when executed, this Agreement shall constitute a binding agreement between Group and Hotel.

By Hotel's  
Authorized Representative

By:

E-Signed : 06/14/2024 10:15 AM EDT

*Maryellen Van Royen*

maryellen.vanroyen1@hyatt.com  
IP: 165.225.9.89

Name:

Maryellen van Royen

Sertifi Electronic Signature

DocID: 20240613143541418

Title:

Sales Specialist

Date:

06/14/2024

By Group's  
Authorized Representative

By:

E-Signed : 06/14/2024 09:51 AM EDT

*Angeliki G Sellers*

Angie.Sellers@floridahousing.org  
IP: 72.17.13.202

Name:

Angeliki G. Sellers

Sertifi Electronic Signature

DocID: 20240613143541418

Title:

Chief Financial Officer

Date:

06/14/2024

E-Signed : 06/13/2024 03:32 PM EDT

*Josh Hoce*

josh.hoce@hyatt.com  
IP: 104.129.207.121

Sertifi Electronic Signature

DocID: 20240613142933682





## HOTEL INFORMATION SHEET

### CHECK-IN AND CHECK-OUT

Check-in time is 4:00pm. Checkout time is 11:00am. We will make every effort to accommodate any requests for early arrival and late departure, based on availability. Luggage storage arrangements can be made with our Guest Services Manager.

### INDIVIDUAL RESERVATION CANCELLATION POLICY

Reservations must be cancelled at least 24 hours prior to the scheduled arrival date unless otherwise outlined in the signed Group Sales Agreement. Any cancellations received after that date would be charged one night's room and tax.

### EARLY DEPARTURE FEE

An early departure fee equal to one night room and tax will apply unless otherwise outlined in the signed Group Sales Agreement. Departure dates are reconfirmed at check-in and are subject to a fee if changed after the check-in process is completed.

### PAYMENT

Pending approval, the Hotel direct bill charges to a Master Account provided estimated charges total a minimum of \$10,000. To ensure ample time for processing, your request for direct billing must be received 120 days prior to arrival. If direct billing is not approved, a contingency deposit for additional items or services requested and provided during the Event, equal to 20% of final estimate will be required.

### TAX EXEMPTION

Group must present Hotel with a valid Florida sales tax exemption letter and completed attestation form. Individuals must present tax exemption certification prior to check-in, complete an attestation form, and settle their account with corresponding government issued funds.

### AUDIO VISUAL

A complete line of audio/visual equipment and technical assistance is available through the Hotel. To ensure availability of equipment, all orders must be received seven (7) days prior to each function. A service charge of twenty-five percent (25%) will be added to all orders, as well as 7.5% sales tax. Hotel also offers a full time A/V staff on site as well as providing operating labor. Arrangements will be made with third parties for items that the Hotel cannot supply. In the event you choose to utilize an outside Audio/Visual company, there will be a house sound system usage charge of \$50.00 per section, per day if house sound is utilized. Rigging, internet services, and power must be arranged through Encore Event Technologies, the hotel's in house audio visual provider.

### MUSICAL ENTERTAINMENT

Cut off time is 12:00am for inside events and 10:00pm for outside events. The hotel reserves the right to reduce the volume if excessive. Entertainment electrical needs will be provided by Encore Event Technology. Electrical charges vary depending on requirements. To ensure that all guests of the hotel can enjoy their stay, we require that any amplified sound does not measure higher than 90 decibels when measured 50 feet from the source and subwoofers are limited to no more than (2) 18" models. Decibel levels will be measured at sound-check and at any time during the event if we receive guest complaints. If your band or DJ requirements are outside of these limitations, please contact your Event Manager to discuss alternatives.

### DAMAGE

Group will be responsible for any damage to the function room by the group, guests or outside suppliers. Please note that all outside suppliers need to be approved by the Hotel prior to your event. Use of confetti devices, fog machines, and indoor fireworks must be submitted in advance in writing to the hotel for approval and may incur additional clean-up and/or staffing charges if approved.

### EXHIBITS

Exhibit floor plans may need to be approved by the City of Jacksonville Fire Prevention Division. Your Event Manager can advise if that will be necessary along with the suggested timeline for submission. A fee will be applicable for floor plan review. A check (addressed to City of Jacksonville) and copy of the floor plan diagram should be submitted to:

City of Jacksonville  
Fire Prevention Division  
220 East Bay Street, Room 100  
Jacksonville, FL 32202

### BAGGAGE HANDLING

For pre-arranged group baggage delivery and pick-up, a charge of \$8.00 per person round-trip will be charged to the group's master bill should the group request this service.



### ROOM DROPS

All delivery inquiries should be made through your Events Manager. The following charges would apply:

- Items slid under the door: \$2.50
- Small items placed in the guestroom: \$3.50
- Large or multiple items placed in the guestroom: Fees can be quoted by your Event Manager.

### CLEANING FEE

A \$250.00 cleaning fee will be charged to any individual smoking in a non-smoking room.

### PARKING

Current parking charges for overnight hotel guests are \$29.00 per car, per day for self-parking and \$39.00 per car, per day for valet parking. Applicable sales tax applies. Parking is on a space availability basis and allow for in and out privileges. Rates may vary for special events.

### FOOD AND BEVERAGE EVENTS

Guaranteed numbers for Food and Beverage Events are due seven (7) calendar-days prior to the Event. We will be prepared to serve three percent (3%) over the guaranteed number. The maximum overset will be five percent (5%). There will be an additional labor charge for meal functions with thirty (30) people or less.

### SHIPPING / PACKAGING

Due to limited storage space, we request your notification of any materials to be shipped to the Hotel prior to your arrival. All shipments should be received no sooner than 3 days prior to the conference. To ensure prompt delivery, all materials should be addressed as follows:

HYATT REGENCY JACKSONVILLE RIVERFRONT

*Your Organization's On-Site Contact* **OR** *Attendees Name*

*Convention/Event Name, Date of Event*

225 East Coastline Drive

Jacksonville, FL 32202

Please refrain from addressing packages to a hotel staff member's name. The Hotel is not responsible for perishable items. A labor charge will be assessed if the Hotel's assistance is required in unloading vehicles and/or moving items to storage areas. The Hotel must be advised if there are any items weighing over 100 lbs. that will be displayed in any function room or area. Arrangements for the storage of large deliveries may be made in advance through your Event Manager.

Handling fees are as follows:

- *Letter, package or envelope (next day) FREE*
- *Small Box (10 lbs. or less) \$12.00*
- *Medium Box (11-25 lbs.) \$16.00*
- *Large Box (26 – 50 lbs.) \$18.00*
- *Extra Large Box (50 lbs. or more) \$40.00*
- *Display cases/hard cases w/wheel \$65.00*
- *Pallets are \$200.00*

The Hotel accepts no responsibility for the return of packages or shipments at the conclusion of your function. Guest need to provide their own pre-paid label and pre-schedule their package pick up during normal business hours.

### SIGNAGE

Organizational signage to be used in the public space areas of the Hotel must be professionally printed and approved by the Events Department in advance of your event. All signage not authorized by the Hotel will be removed. Hanging of banners can be coordinated through Encore Event Technologies with advance notice. Fees vary depending on size of banner and location for handling.

### PROMOTION MATERIALS

Nothing shall be posted, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the building or furniture. Distribution of promotional stickers or labels is prohibited.

### LIABILITY / SECURITY

The hotel cannot be responsible for the safe keeping of equipment, displays, written materials or other valuable items left in meeting rooms, registration areas, lobby and public areas, etc. The Group is responsible for the security of such materials.

**The above Policies and Procedures are subject to change by the Hotel without notice. (P&P) 4/11024**





## Appendix A Additional Terms

The following statutorily-required terms and conditions are hereby appended to the Hyatt Regency Jacksonville Riverfront ("Hyatt") Group Sales Agreement for October 23 - 24, 2025.

### 1. Public Records

Files Subject to Florida's Public Records Law: Any file, report, record, document, paper, letter, or other material received, generated, maintained or sent by Hyatt in connection with this Contract is subject to the provisions of Section 119.01-.15, Fla. Stat., as may be amended from time to time (Florida's Public Records Law). Hyatt represents and acknowledges that it has read and understands Florida's Public Records Law and agrees to comply with Florida's Public Records Law.

Pursuant to Section 119.0701(2)(b), Fla. Stat., Hyatt will be required to comply with public records laws, specifically to:

- a. Keep and maintain public records required by the public agency to perform the service.
- b. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
- d. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor upon termination of the contract or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

Notwithstanding anything contained herein to the contrary, the provisions and requirements of this paragraph shall only apply if and when Hyatt is acting on behalf of Florida Housing.

**If Hyatt has questions regarding the application of Chapter 119, Florida Statutes, to Hyatt's duty to provide public records relating to this contract, contact the Corporation Clerk at:**



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**Corporation Clerk**  
**227 N. Bronough Street, Suite 5000**  
**Tallahassee, Florida 32301-1329**  
**Phone: 850.488.4197**

**E-mail: Corporation.Clerk@floridahousing.org**

2. Hyatt understands and agrees to cooperate with any audits conducted in accordance with the provisions set forth in Section 20.055(5), Fla. Stat.

3. Hyatt understands and agrees to comply with the provisions of Section 448.095, Fla. Stat.

4. Hyatt attests, under penalty of perjury, that it does not meet any of the criteria in Section 287.138(2)(a) – (c), Fla. Stat.

There are no other changes to the remainder of the Agreement.



E-Signed : 06/14/2024 12:53 PM EDT

*Angeliki G Sellers*

Angie.Sellers@floridahousing.org  
IP: 72.17.13.202

Sertifi Electronic Signature

DocID: 20240613143541418