

TO: NDIA Government Attendees
From: Hyatt Regency Monterey
Subject: Guest room rate increase

Please note that the guest room rates being charged may be higher than you were originally quoted due to two factors:

1. Federal per diem for Monterey increased as of October 1, 2010 to \$126.
2. The government per diem and suggested by GSA as the Conference Lodging Allowance per FTR 301-74.7. GSA's Conference Lodging Allowance (CLA) of 25% above prevailing per diem increases to rate from \$126 to \$157. This is fully reimbursable per FTR 301-74.7.

Please also note:

Room rates are quoted exclusive of applicable state and local taxes (which are currently 10%), State of California Tourism Assessment (currently \$.15 per room night), and applicable service or hotel specific fees in effect at the Hotel at the time of the meeting.

*Any active U.S. Military Attendee with ID and Travel Orders will be tax exempt. Any U.S. Government employee paying with U.S. Government check or credit card will be tax exempt.

RESORT SERVICE FEE

A mandatory fee of \$15 per room, per night plus tax will be added to each individual room account. Amenities covered in this fee include: in-room bottled water, local phone calls, 800/number phone calls, retail discount – 10% off merchandise in gift shop, golf, and tennis pro shop, complimentary tennis court time, complimentary golf bag storage, and complimentary self-service laundry.

*This fee is fully reimbursable for any active U.S. Military Attendee with ID and Travel Orders or any U.S. Government employee paying with U.S. Government check or credit card. Please reference the Federal Travel Regulation (FTR) (41 CFR 300-304), specifically part 301-12