



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,570

Page 1 of 1

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019 12:00 AM - 11:59 PM	East Tower Office/Coa	Office	Empty				\$0.00
Fri, 7/12/2019 12:00 AM - 11:59 PM	East Tower Storage R	Office	Empty				\$0.00
Fri, 7/12/2019 12:00 AM - 11:59 PM	West Tower Coat Roo	Storage	Empty				

Menu Requirements	Beverage Requirements
Miscellaneous	Setup Requirements
	Event: 12:00 AM to 11:59 PM Room: East Tower Office/Coat Roo All Rooms to be completely empty for the Client Client will have (3) keys to this room
	Technology Requirements
	All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

 6-27-19
 Organization Authorized Signature Date

 Hotel Representative Signature Date



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,571

Page 1 of 1

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019 12:00 AM - 11:59 PM	Parlor	Office 301					
Fri, 7/12/2019 12:00 AM - 11:59 PM	Parlor	Computer Room - 303	See Diagram				

Menu Requirements	Beverage Requirements
<p>Miscellaneous</p>	<p>Setup Requirements</p> <p>Event: 12:00 AM to 11:59 PM Room: Parlor Existing desk and chair along with the desk and chair from #303 Copier from New England Specialists RM#301 is Rob Shannon's Office - No Attendees are allowed in this room Rob Shannon will have keys to this room</p> <p>Event: 12:00 AM to 11:59 PM Room: Parlor (3) 6' Tables and (1) 4' Table around the perimeter with (1) Chair at each NO linens on the tables</p> <p>RM#303 will be open and used through Summer Institute program as the computer room for attendees</p>
	<p>Technology Requirements</p> <p>All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.</p>

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

Organization Authorized Signature  Date 6-27-19

Hotel Representative Signature _____ Date _____



Royal Sonesta Boston

BEO #: 22,572

Page 1 of 1

BEO for: NBER Summer Institute Week 1

Printed: 6/25/2019

Event Date: Friday, July 12, 2019


Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	8:00 AM - 12:00 PM	Parkview - East Tower	EFCE Meeting	U-Shape	140	60-70	

Menu Requirements	Beverage Requirements
<p>Miscellaneous</p>	<p>Setup Requirements</p> <p>Event: 8:00 AM to 12:00 PM Room: Parkview - East Tower, Level</p> <p>Skinny U Shape for 24</p> <p>Water & candy, client to provide pads and pens</p> <p>Cabaret table for AV</p> <p>Theater style around the room</p> <p>Floor podium with cabaret table - Audience Left</p> <p>Technology Requirements</p> <p>Event: 8:00 AM to 12:00 PM Room: Parkview - East Tower, Level</p> <p>Please Refer to KVL Estimate</p> <p>Client to provide LCD/Laptop</p> <p>All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.</p>

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

 6-27-19
 Organization Authorized Signature Date

 Hotel Representative Signature Date

BEO #: 22,572
 Page 1 of 1
 Printed: 6/25/2019



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,573

Page 1 of 2

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	8:00 AM - 10:00 AM	Grand Ballroom B - W	Continental Breakfast	Buffet	280	300	200
Fri, 7/12/2019	8:00 AM - 5:30 PM	Grand Ballroom A - W	AP Meeting	U-Shape	189		160
Fri, 7/12/2019	10:00 AM - 12:00 PM	Grand Ballroom Foyer	AM Break	Buffet	400	240	180
Fri, 7/12/2019	2:30 PM - 4:30 PM	Grand Ballroom Foyer	PM Break	Buffet	170	160	120

Menu Requirements

Event: 8:00 AM to 10:00 AM Room: Grand Ballroom B - West To

- 20 Assorted Bagels and Bakeries by the Dozen, Plain and Chive Cream Cheese, Fruit Preserves and Butter (More Low Fat Bakeries) @ \$48.00 /dozen
- 8 Gallons Freshly Brewed Coffee @ \$85.98 /gallon
- 5 Gallons Freshly Brewed Decaffeinated Coffee @ \$85.98 /gallon
- 5 Gallons Hot Water @ \$85.98 /Gallon
- 1 Gallon Freshly brewed Iced Tea with lemon @ \$29.95 /gallon
- 100 Whole Fresh Fruit Assortment - Heavy on bananas @ \$4.00 /person
- 5 Bowls of Low-fat plain yogurt with honey on the side @ \$15.00 /each
- 65 Steel Cut Oatmeal Brown Sugar, Raisins and Skim Milk @ \$6.00 /person

Break times:
8:00AM

Event: 10:00 AM to 12:00 PM Room: Grand Ballroom Foyer-West

Replate any remaining breakfast bakeries/bagels/fruit

- 5 Gallons Freshly Brewed Coffee @ \$85.98 /gallon
- 3 Gallons Freshly Brewed Decaffeinated Coffee @ \$85.98 /gallon
- 3 Gallons Hot Water @ \$85.98 /gallon

Break times:

Beverage Requirements

Setup Requirements

Event: 8:00 AM to 10:00 AM Room: Grand Ballroom B - West To

- Rounds of 10 for the guarantee
- Double sided decorated food display set along the windows
- Banquets choice of linen
- (4) Copies of each to be delivered by 7:00AM
- USA Today, Financial Times, Wall Street Journal

Event: 8:00 AM to 5:30 PM Room: Grand Ballroom A - West To

- Skinny U-Shape
- Water and candy, clients to provide
- pads and pens
- 4' Table for AV
- Theater style around the perimeter
- 6' Table for materials
- Floor podium with cabaret table - Audience Right

Technology Requirements

Event: 8:00 AM to 5:30 PM Room: Grand Ballroom A - West To

- Client to provide LCD/Laptop
- Please Refer to KVL Estimate

All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

Organization Authorized Signature  Date 6-27-19

Hotel Representative Signature _____ Date _____

BEO #: 22,573

Page 1 of 2

Printed: 6/25/2019



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,573

Page 2 of 2

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Menu Requirements

10:30AM

Event: 2:30 PM to 4:30 PM Room: Grand Ballroom Foyer-West

- 5 Gallons Freshly Brewed Coffee @ \$85.98 /gallon
- 3 Gallons Freshly Brewed Decaffeinated Coffee @ \$85.98 /gallon
- 3 Gallons Hot Water @ \$85.98 /gallon
- 1 Gallons Freshly brewed Iced Tea with Lemon @ \$29.95 /gallon

Break times:

3:00PM

Miscellaneous

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

 6.27.19
 Organization Authorized Signature Date

 Hotel Representative Signature Date

BEO #: 22,573
 Page 2 of 2
 Printed: 6/25/2019



Royal Sonesta Boston

BEO #: 22,574

Page 1 of 2

BEO for: NBER Summer Institute Week 1

Printed: 6/25/2019

Event Date: Friday, July 12, 2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	8:00 AM - 9:30 AM	Riverfront - East Tower	Continental Breakfast	Rounds of 10	150	220	170
Fri, 7/12/2019	8:00 AM - 5:00 PM	West Tower Lobby - L	Registration	Registration		4	
Fri, 7/12/2019	9:30 AM - 12:00 PM	Riverfront - East Tower	AM Break	Rounds of 10	160	220	140
Fri, 7/12/2019	2:00 PM - 4:00 PM	Riverfront - East Tower	PM Break	Buffet	160	220	140

Menu Requirements

Event: 8:00 AM to 9:30 AM Room: Riverfront - East Tower, Lev

- 6 Gallons Freshly Brewed Coffee @ \$85.98 / gallon
- 4 Gallons Freshly Brewed Decaffeinated Coffee @ \$85.98 / gallon
- 4 Gallons Hot Water @ \$85.98 /Gallon
- 16 Dozen Assorted Bagels and Bakeries, Plain and Chive Cream Cheese, Fruit preserves and butter (More Low fat bakeries) @ \$48.00 /dozen
- 80 Whole Fresh Fruit Assortment - Heavy on bananas @ \$4.00 /person
- 5 Bowls of plain low-fat yogurt with honey on the side @ \$15.00 /each
- 65 Steel Cut Oatmeal @ \$6.00 /person
- 1 Gallons Freshly brewed Iced Tea with Lemon @ \$29.95 /gallon

Break Times:

8:00AM

8:30AM

Event: 9:30 AM to 12:00 PM Room: Riverfront - East Tower, Lev

Replate any remaining bakeries, bagels and whole fruit

- 4 Gallons Freshly Brewed Coffee @ \$85.98 / gallon
- 2 Gallons Freshly Brewed Decaffeinated Coffee @ \$85.98 / gallon
- 2 Gallons Hot Water @ \$85.98 /Gallon

Beverage Requirements

Setup Requirements

Event: 8:00 AM to 9:30 AM Room: Riverfront - East Tower, Lev

- Rounds of 10
- Banquets choice of linen
- Decorated coffee break set along the windows
- (4) Copies of each newspaper delivered by 7:00AM
- USA Today, Financial Times, Wall Street Journal

Event: 8:00 AM to 5:00 PM Room: West Tower Lobby - Level 1

- (3) 6' Registration Tables L-Shape, (4) chairs, water, candy (2) wastebaskets

Technology Requirements

Event: 8:00 AM to 9:30 AM Room: Riverfront - East Tower, Lev

- 1 Corkboard(s) - \$200.00/Flat Rate for Summer Institute

All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.


 Organization Authorized Signature Date 6-27-19

Hotel Representative Signature Date

BEO #: 22,574

Page 1 of 2

Printed: 6/25/2019



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,574

Page 2 of 2

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Menu Requirements

Break Times:

9:30AM

10:00AM

10:45AM

11:15AM

Event: 2:00 PM to 4:00 PM Room: Riverfront - East Tower, Lev

- 6 Gallons Freshly Brewed Coffee @ \$85.98 / gallon
- 3 Gallons Freshly Brewed Decaffeinated Coffee @ \$85.98 / gallon
- 3 Gallons Hot Water @ \$85.98 /Gallon
- 1 Gallons Freshly brewed Iced Tea with lemon @ \$29.95 /gallon

Break Times:

2:00PM

2:30PM

Miscellaneous

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

 6-27-19
 Organization Authorized Signature Date

 Hotel Representative Signature Date



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,575

Page 1 of 1

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	8:00 AM - 12:00 PM	Longfellow BC - West	EFFE Meeting	Theatre Style	100	90	
Fri, 7/12/2019	10:00 AM - 12:00 PM	Longfellow BC Foyer -	Coffee Break	Rounds of 10	70		

Menu Requirements

Event: 10:00 AM to 12:00 PM Room: Longfellow BC Foyer -West

- 2 Gallons Freshly Brewed Coffee @ \$85.98 / gallon
- 1 Gallons Freshly Brewed Decaffeinated Coffee @ \$85.98 / gallon
- 1 Gallons Hot Water @ \$85.98 /Gallon

Miscellaneous

Same as 7/11

B'FAST IN DANTE FOR 70 PP

Beverage Requirements

Setup Requirements

Event: 8:00 AM to 12:00 PM Room: Longfellow BC - West Towe:

- Theater style set for 95ppl with a middle aisle
- Water & candy, client to provide pads and pens
- Cabaret table for AV
- Floor podium with cabaret table - Audience Left
- Decorated coffee break set in the foyer

Technology Requirements

Event: 8:00 AM to 12:00 PM Room: Longfellow BC - West Towe:

- Please Refer to KVL Estimate
- Client to provide LCD/Laptop
- AV Facing Longfellow C

All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

 Organization Authorized Signature Date *6.27.19*

 Hotel Representative Signature Date



Royal Sonesta Boston

BEO #: 22,585

Page 1 of 1

BEO for: NBER Summer Institute Week 1

Printed: 6/25/2019

Event Date: Friday, July 12, 2019


Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	1:00 PM - 5:30 PM	Longfellow BC - West	EFSF Meeting	Theatre Style	80	80	85
Fri, 7/12/2019	3:00 PM - 4:00 PM	Longfellow BC Foyer -	PM Break	Buffet	85	70	

<p style="text-align: center;">Menu Requirements</p> <p>Event: 3:00 PM to 4:00 PM Room: Longfellow BC Foyer -West</p> <p>2 Gallons Freshly Brewed Coffee @ \$85.98 / gallon</p> <p>1 Gallons Freshly Brewed Decaffeinated Coffee @ \$85.98 / gallon</p> <p>1 Gallons Hot Water @ \$85.98 /Gallon</p> <p style="text-align: center;">Miscellaneous</p>	<p style="text-align: center;">Beverage Requirements</p> <hr/> <p style="text-align: center;">Setup Requirements</p> <p>Event: 1:00 PM to 5:30 PM Room: Longfellow BC - West Towe</p> <p>Theater style set for 95ppl with a middle aisle</p> <p>Water & candy, client to provide pads and pens</p> <p>Cabaret table for AV</p> <p>Floor podium with cabaret table - Audience Left</p> <p>Decorated coffee break set in the foyer</p> <hr/> <p style="text-align: center;">Technology Requirements</p> <p>Event: 1:00 PM to 5:30 PM Room: Longfellow BC - West Towe</p> <p>Please Refer to KVL Estimate</p> <p>Client to provide LCD/Laptop</p> <p>AV Facing Longfellow C</p> <p>All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.</p>
---	---

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.


6-27-19
 Organization Authorized Signature Date

Hotel Representative Signature Date
 BEO #: 22,585
 Page 1 of 1
 Printed: 6/25/2019



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,576

Page 1 of 1

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	8:00 AM - 12:00 PM	Charles Suites - East Tower	IFM Meeting	U-Shape	110	440 190	
Fri, 7/12/2019	1:00 PM - 5:30 PM	Charles Suites - East Tower	ME Meeting with EFBEM	U-Shape	180	480 190	

Menu Requirements	Beverage Requirements
<p>Miscellaneous</p>	<p>Setup Requirements</p> <p>Event: 8:00 AM to 12:00 PM Room: Charles Suites - East Tower</p> <p>Skinny U Shape for 24</p> <p>Water & candy, client to provide pads and pens</p> <p>Cabaret table for AV</p> <p>Theater style around the room</p> <p>Floor podium with cabaret table - Audience Left</p>
	<p>Technology Requirements</p> <p>Event: 8:00 AM to 12:00 PM Room: Charles Suites - East Tower</p> <p>Please Refer to KVL Estimate</p> <p>Client to provide LCD/Laptop</p> <p>All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.</p>

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

 6-27-19
 Organization Authorized Signature Date

 Hotel Representative Signature Date



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,578

Page 1 of 1

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	8:00 AM - 5:30 PM	University BC - East Tower	EFEFG Meeting	U-Shape	80	80 90	
Fri, 7/12/2019	10:30 AM - 12:00 PM	University Foyer BC -E	AM Break	Buffet	65	80 70	
Fri, 7/12/2019	2:00 PM - 4:00 PM	University Foyer BC -E	PM Break	Buffet	55	80 60	

Menu Requirements

Event: 10:30 AM to 12:00 PM Room: University Foyer BC -East Tower

- 2 Gallons Freshly Brewed Coffee @ \$85.98 /gallon
- 1 Gallons Freshly Brewed Decaffeinated Coffee @ \$85.98 /gallon
- 1 Gallons Hot Water for tea @ \$85.98 /gallon

Break Times:

10:00AM

11:15AM

Event: 2:00 PM to 4:00 PM Room: University Foyer BC -East Tower

- 2 Gallons Freshly Brewed Coffee @ \$85.98 /gallon
- 1 Gallons Freshly Brewed Decaffeinated Coffee @ \$85.98 /gallon
- 1 Gallons Hot water for teas @ \$85.98 /gallon

Break times:

2:30PM

3:45PM

Miscellaneous

SET ROOM THEATER
STYLE PLEASE

Beverage Requirements

Setup Requirements

Event: 8:00 AM to 5:30 PM Room: University BC - East Tower,

Skinny U Shape for 24

Water & candy, client to provide pads and pens

Cabaret table for AV

Theater style around the room

Floor podium with cabaret table -

Audience Left

Decorated coffee break set in the foyer

Technology Requirements

Event: 8:00 AM to 5:30 PM Room: University BC - East Tower,

Please Refer to KVL Estimate

Client to provide LCD/Laptop

All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

Organization Authorized Signature  Date 6-27-19

Hotel Representative Signature _____ Date _____

BEO #: 22,578

Page 1 of 1

Printed: 6/25/2019



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,579

Page 1 of 1

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	8:00 AM - 12:00 PM	Skyline ABC - West Tower	EFBEM Meeting	U-Shape	60	60	65

Menu Requirements	Beverage Requirements
<p>Miscellaneous</p>	<p>Setup Requirements</p> <p>Event: 8:00 AM to 12:00 PM Room: Skyline ABC - West Tower, I Skinny U Shape for 24 Water & candy, client to provide pads and pens Cabaret table for AV Theater style around the room Floor podium with cabaret table - Audience Left</p> <p>Technology Requirements</p> <p>Event: 8:00 AM to 12:00 PM Room: Skyline ABC - West Tower, I Please Refer to KVL Estimate Client to provide LCD/Laptop</p> <p>All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.</p>

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

 6/27/19
 Organization Authorized Signature Date

 Hotel Representative Signature Date



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,584

Page 1 of 1

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019 12:00 PM - 1:30 PM	Dante's Restaurant+Patio	EFPE / EFSF Lunch Buffet	Rounds of 10	75	80	90	10/80

<p align="center">Menu Requirements</p> <p>Serve: 12:00 PM to 1:30 PM Room: Dante's Restaurant+Patio- V</p> <p align="center">Lunch Buffet</p> <ul style="list-style-type: none"> Assorted Dinner Rolls Napa Cole Slaw with Poppyseed Dressing Pulled Pork Char Grilled Chicken BBQ spiced Tofu Cheddar Polenta Honey glazed carrots Bourbon Street Pecan Pie PJ's coffee, decaffeinated coffee, Mighty Leaf assorted tea Freshly brewed iced tea with lemon <p align="center">@ \$36.24 Per Person</p> <p align="center">Miscellaneous</p>	<p align="center">Beverage Requirements</p> <hr/> <p align="center">Setup Requirements</p> <p>Event: 12:00 PM to 1:30 PM Room: Dante's Restaurant+Patio- V</p> <ul style="list-style-type: none"> Existing set up for the guarantee (2) Double sided decorated food displays Banquets choice of linen Lunch times: 12:00PM <p align="center">Technology Requirements</p> <p>All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.</p>
--	---

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

Organization Authorized Signature _____ Date 6-27-19

Hotel Representative Signature _____ Date



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 23,021

Page 1 of 1

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	12:00 PM - 2:00 PM	West Tower Lobby - L	Lunch - Boxed	Existing	25	25	75

Menu Requirements

Serve: 12:00 PM to 2:00 PM Room: West Tower Lobby - Level 1

BOXED LUNCHES

Cape Cod Kettle Cooked Potato Chips
 Whole Fresh Fruit
 Mixed Greens Salad, English Cucumbers, Cherry Tomatoes, Croutons, Balsamic Vinagrette
 Hummus, Falafel, Tomato, Pickled Red Cabbage
 Tzatziki, Herb Wrap
 Tuna Salad Wrap, Lettuce, Provolone, Tomatoes
 Chocolate Chip Cookie

@ \$40.00 Per Person

Miscellaneous

10 - VEG
 65 - NO VEG

Beverage Requirements

Setup Requirements

Event: 12:00 PM to 2:00 PM Room: West Tower Lobby - Level 1

Set at West Tower Lobby Registration

Desk

Infront of Dante

Technology Requirements

All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

Organization Authorized Signature  Date 6.27.19

Hotel Representative Signature _____ Date _____

BEO #: 23,021

Page 1 of 1

Printed: 6/25/2019



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,583

Page 1 of 1

Printed: 6/25/2019


Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	12:00 PM - 1:30 PM	Somerset - East Tower	Lunch	Rounds of 10	50	50	50 50/60

<p align="center">Menu Requirements</p> <p>Serve: 12:00 PM to 1:30 PM Room: Somerset - East Tower, Level</p> <p align="center">Lunch Buffet</p> <ul style="list-style-type: none"> Assorted Dinner Rolls Napa Cole Slaw with Poppyseed Dressing Pulled Pork Char Grilled Chicken BBQ spiced Tofu Cheddar Polenta Honey glazed carrots Bourbon Street Pecan Pie PJ's coffee, decaffeinated coffee, Mighty Leaf assorted tea Freshly brewed iced tea with lemon <p align="center">@ \$36.24 Per Person</p> <p align="center">Miscellaneous</p>	<p align="center">Beverage Requirements</p> <hr/> <p align="center">Setup Requirements</p> <p>Event: 12:00 PM to 1:30 PM Room: Somerset - East Tower, Level</p> <ul style="list-style-type: none"> Rounds for the guarantee (2) Double sided decorated food displays Banquets choice of linen Please give Rob 3 Reserved signs Lunch times: 12:00PM 12:30PM <p align="center">Technology Requirements</p> <p>All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.</p>
---	--

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

Organization Authorized Signature  Date 6/27/19

Hotel Representative Signature _____ Date _____



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,581

Page 1 of 1

Printed: 6/25/2019

Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	12:00 PM - 1:30 PM	Riverfront - East Tower	Lunch	Rounds of 10	150	200	220 <i>200/210</i>

Menu Requirements

Serve: 12:00 PM to 1:30 PM Room: Riverfront - East Tower, Lev

Lunch Buffet

- Assorted Dinner Rolls
- Napa Cole Slaw with Poppyseed Dressing
- Pulled Pork
- Char Grilled Chicken
- BBQ spiced Tofu
- Cheddar Polenta
- Honey glazed carrots
- Bourbon Street Pecan Pie
- PJ's coffee, decaffeinated coffee, Mighty Leaf assorted tea
- Freshly brewed iced tea with lemon

@ \$36.24 Per Person

Miscellaneous

Beverage Requirements

Setup Requirements

Event: 12:00 PM to 1:30 PM Room: Riverfront - East Tower, Lev

- Rounds for the guarantee
- (2) Double sided decorated food displays
- Banquets choice of linen
- Please give Rob 3 Reserved signs
- Lunch times:
- 12:00PM
- 12:30PM

Technology Requirements

All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

Organization Authorized Signature _____ Date _____

Hotel Representative Signature _____ Date _____

BEO #: 22,581

Page 1 of 1

Printed: 6/25/2019



Royal Sonesta Boston

BEO for: NBER Summer Institute Week 1

Event Date: Friday, July 12, 2019

BEO #: 22,582

Page 1 of 1

Printed: 6/25/2019


Folio #: 0704NBERW1

Account: National Bureau of Economic Research - NBER	Cat/CS Mgr: Jessica Duffy
Contact: Mr. Carl Beck	Billing: To Master
On-Site: Mr. Rob Shannon	Market Seg: Association
BEO Name: NBER Summer Institute Week 1	PM #: 0
Banq/Soc: Banquet	Exemption: Food & Bev Exempt

Date & Time	Room	Function	Setup	EXP	GTD	SET	Rental
Fri, 7/12/2019	12:00 PM - 1:30 PM	Grand Ballroom B - W	AP Lunch Buffet	Rounds of 10	150	160	100 150/170

Menu Requirements	Beverage Requirements
<p>Serve: 12:00 PM to 1:30 PM Room: Grand Ballroom B - West To</p> <p>Lunch Buffet</p> <ul style="list-style-type: none"> Assorted Dinner Rolls Napa Cole Slaw with Poppyseed Dressing Pulled Pork Char Grilled Chicken BBQ spiced Tofu Cheddar Polenta Honey glazed carrots Bourbon Street Pecan Pie PJ's coffee, decaffeinated coffee, Mighty Leaf assorted tea Freshly brewed iced tea with lemon <p>@ \$36.24 Per Person</p>	<p>Setup Requirements</p> <p>Event: 12:00 PM to 1:30 PM Room: Grand Ballroom B - West To</p> <ul style="list-style-type: none"> Rounds for the guarantee (2) Double sided decorated food displays Banquets choice of linen Please give Rob 3 Reserved signs Lunch times: 12:00PM 12:30PM
Miscellaneous	Technology Requirements
	<p>All rates are subject to a 7% state tax and 23% service charge. Some setups will incur a setup/breakdown labor charge. Prices are subject to change without notice.</p>

Final Count is required by 12:00 Noon, 72 business hours in advance of the date of the event. If the count is not received by then, we will use the attendance estimate as the guarantee figure. A 15% Gratuity is added to all functions for payment to the hourly paid wait staff and service employees engaged in the service of the event. A taxable administrative fee of 9% is added to all function and event orders to defer overhead costs. This administrative fee is not a Tip, Gratuity or Service Charge and is not distributed to employees. Massachusetts Meal Tax, currently at 7% is also applied to the food and beverage subtotal and the 9% administrative fee. All other prices subject to applicable taxes. Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

 6-27-19
 Organization Authorized Signature Date

 Hotel Representative Signature Date