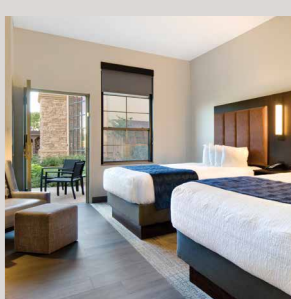


CUSTOMER REFERRAL PROGRAM



Referring new business to ClubHouse Hotel is truly a compliment and just one of the many ways that Guests contribute to our Company's success. We are now happy to reward your efforts with our **Customer Referral Program!**

GROUP ROOM BLOCKS:

A gift card of a 3% incentive will be paid on room revenues actualized, excluding taxes and fees. A maximum payment of \$300. Group room blocks must be a minimum of 10 guest rooms. *(See Terms and Conditions as listed below.)*

NEGOTIATED ACCOUNTS FOR CORPORATE BUSINESS

A \$50 gift card will be awarded for each lead once the account has accumulated 50 room nights. A \$200 gift card will be awarded for each lead once the account has accumulated 300 room nights.

Referral Opportunities

Here are just a few ideas of referral opportunities:

- You have a friend or family member that works for a company that plans meetings and travels for business
- Your clients, partners or other departments in your company travel for business
- You belong to an association that holds meetings and conferences throughout the year that utilize hotel and meeting rooms
- If YOU have any ideas—we would love to hear them!

The Process

Fill out the Lead Referral Form on back or call
Audrey Johnson, Sales Manager at: 605-336-6620
or email at: ajohnson2@clubhouse-hotel.com

Terms and Conditions

Leads or referrals for business are defined as business not being actively solicited and/or any new business that has not been at the ClubHouse Hotel & Suites. All leads must be documented on the Lead referral Form prior to the ClubHouse Hotel receiving lead information on potential business. The General Manager or Sales Manager at the ClubHouse Hotel must approve the acceptance of the referral by verifying the referral qualifies as a lead by signing off on the Lead Referral Form. A lead is considered contracted (a definite booking) and eligible for payment once the group is actualized and payment has been received by group. In the case of multiple referrals for one group/business submitted, the first received will receive the payout.



CLUBHOUSE[®]
HOTEL & SUITES

Customer Referral PROGRAM FORM



Date: _____

Name: _____

Address: _____

City/State: _____ Phone: _____

Email: _____

Please complete as much as the following information you have available.

Group/Company Name : _____

Contact Name: _____

Contact Title: _____

Address: _____

City/State: _____ Phone: _____

Email: _____

Select one or both: Group Room Block or Negotiated Corporate Business

Dates Requested: _____ Alternate Dates: _____

Comments: _____

Meeting Space Needs: _____

Additional Comments: _____

Please email or fax completed form to: Email: ajohnson2@clubhouse-hotel.com fax: (605) 361-5950

General Manager/Sales Manager Approval: _____

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Note: For the ClubHouse Hotel & Suites to fill out.

Date Contract Signed: _____

Total Room Nights Actualized: _____

General Manager Approval: _____

Amount---referral fee: _____

Date: _____