

CONTRACT INFORMATION			
Anticipated Contract Amount:	Up to \$300,000		
Anticipated BOE Date:	On BOE Approval		
Anticipated Contract Term:	From:	5/1/2024	To: 12/31/2024
<i>Identify the names and titles of the individuals who will sign the contract:</i>			
<i>Name</i>		<i>Title</i>	
Brenda Scolari		Director	
Mary Ellen Kawchack		Deputy Director	
Angie Mathiesen		Chief Financial Director	
<i>Identify the name of the individual to whom the insurance documents should be sent:</i>			
<i>Name</i>	<i>Title</i>	<i>Email Address</i>	
Angie Mathiesen	Chief Financial Director	amathiesen@travelnevada.com	

PROJECT OVERVIEW:

Founded in 1982, the Governor’s Conference on Tourism returns after a five-year hiatus. This daylong summit will bring together members of the tourism industry representing lodging properties, attractions, destination marketing organizations, tour operators, transportation companies, media and others interested in the tourism industry.

The conference will feature general sessions provided by government officials and leaders to share insights and innovations in the global tourism arena as well as educational breakout sessions and business-building opportunities. The day will end with an awards dinner recognizing champions across our industry.

GOALS & OBJECTIVES

In order to attract the level of speakers and attendees required to re-establish this event, the host hotel should offer a high level of service and accommodation, both for the conference and for lodging. Concessions for convention space, A/V, F&B, lodging, etc. will be lined out in the RFP.

The host hotel/venue will have the opportunity to be showcased to owner/operators and C-suite executives from across Nevada. The night before the summit begins, there will be a welcome reception that may be held on-property or at another location. Responding parties may consider offering a unique venue at your property for consideration, but it is not required.

The preferred conference date is **November 19, 2024**, with a potential reception the evening of **November 18, 2024**. The conference will take place in Las Vegas.

Other dates may be considered in November or December 2024 to ensure availability of the venue and best attendance.

Agenda Overview (subject to change)

Monday, November 18, 2024

12:00 noon	Exhibitors allowed to set-up in exhibit area Exhibit area must be close to the general session room/in general meeting space. Must be lockable.
12:00 noon	Staff office and check-in area available for set up
5:30 p.m.	Opening cocktail reception – may be off-site

Tuesday, Nov. 19, 2024

7:00 a.m. – 2 p.m.	Registration
7:00 a.m. – 5:00 p.m.	Exhibitor space open
8:00 a.m.	Breakfast; General session 8:30-10:00
10:00 – 10:30 a.m.	Refreshment break and exhibitor time
10:00 a.m. – 12:30 p.m.	Breakout Sessions (three sessions, three separate rooms – one of the rooms should accommodate at least 50)
12:30 p.m. – 2:00 p.m.	Lunch (potential speaker)
2:00 p.m. – 4:00 p.m.	Breakout Sessions (three sessions, three separate rooms – one of the rooms should accommodate at least 50)
4:00 p.m. – 5:00 p.m.	Refreshments and Closing General Session

6:00 p.m. – 7:00 p.m.	Cocktail hour
7:00 p.m. – 9:30 p.m.	Awards dinner

CONTRACT BUDGET

The contract budget total is up to \$300,000 for the event.