

**SERVICE REQUEST LEAD**

Visit Williamsburg

Address: 421 North Boundary Street P.O. Box 3495 Williamsburg, VA 23185 USA

Phone: 757.253.2313

**Date:** Friday, April 12, 2024  
**From:** Jennifer McConnell  
Sales and Services Coordinator

The following client has requested a proposal based on the specifications included within this lead. **Please email your proposal direct to [jctours15@verizon.net](mailto:jctours15@verizon.net).** Also copy me on all proposals by emailing to my attention at [Jennifer.McConnell@VisitWilliamsburg.com](mailto:Jennifer.McConnell@VisitWilliamsburg.com). Thank you.

**ORGANIZATION**

**Contact:** Liz Castellano  
**Title:** President  
**Company:** JC Tours, Inc.  
**Address:** 876 North Lenola Road, Bldg 3  
Moorestown, NJ 08057  
**Phone:** (856) 608-0172  
**Fax:** (856) 608-0174  
**Email:** [jctours15@verizon.net](mailto:jctours15@verizon.net)

**SERVICE REQUIREMENT INFORMATION**

**Event Date(s):** 12/07/2024 - 12/07/2024  
**Event Time(s):** 02:30 PM - 04:30 PM  
**Event Location:** Williamsburg  
**# of Attendees:** 52  
**Budget:** 30  
**Deadline:** 04/30/2024  
**Special Requirements:** JC Tours Inc. seeks restaurant reservations for the Williamsburg Christmas Tour on Saturday, Dec. 7, 2024. Late lunch/early dinner at 2:30/3 PM for a group of 52 people, Italian or American cuisine.  
30pp all-inclusive. No mobility issues.  
Please submit your proposal to Liz Catellano and copy Jennie McConnell on all correspondence.