

## VA State Policy Fellows Meeting C1-M2

The James B. Hunt, Jr. Institute for Educational Leadership and Policy  
(Hunt Institute)

### RFP Details

**RFP Name** VA State Policy Fellows Meeting C1-M2  
**Response Due Date** Wed, Mar 20, 2024  
**Decision Due Date** Mon, Apr 22, 2024  
**RFP Type** Meeting Space and Guest Rooms  
**RFP Code** LQN9GQJS8VH  
**Description** See attached RFP

### Key Contact Information

**Contact Name** Terry Bemis  
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**Organization** ConferenceDirect  
**Phone Number** 828-318-3483  
**Preferred Contact Method** Cvent, Phone Number  
**Address** 8 Bent Tree Drive  
Asheville, NC 28803 USA

### Organization Information

**Organization Name** The James B. Hunt, Jr. Institute for Educational Leadership and Policy (Hunt Institute)  
**Organization Type** Education

### Event Information

**Event Name** VA State Policy Fellows Meeting C1-M2  
**Total Attendees** 40  
**Event Type** Business Meeting  
**Commission** Yes - 10.00%  
**Dates Flexible** No  
**Event Dates** Sat, Sep 21, 2024 - Mon, Sep 23, 2024  
**Additional Information** See attached RFP

### Guest Room Requirements

Day	Any (Run of House)	Single (1 Bed)	Double (2 Beds)	Suite	Staff
Sat, Sep 21, 2024	13			1	1
Sun, Sep 22, 2024	28			1	1
Mon, Sep 23, 2024					

**Check-In Date** Sat, Sep 21, 2024

**Total Room Nights** 45

**Peak Room Nights** 30

**Additional Information** See attached RFP

### Meeting Room Requirements

**Start Date** Sat, Sep 21, 2024

**Peak Meeting Rooms** 3

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**Additional Information** Lunch to Lunch Format - General session, Meal room and one breakout

### Additional Questions

1. Can you meet all of the meeting room needs? If there are any limitations, please list them here. (Comment) (Required)

### Additional Files

File Name	RFP Type	File Size	Uploaded Date
<a href="#">THI - VA State Policy Fellows Meeting RFP - Willi.docx</a>	Document (.docx)	69 KB	Thu, Mar 14, 2024