



**2010 Meeting & Event Planners Form**  
**Restaurant and Banquet Facilities**  
TheMagnificentMile.com

Designed to target meeting planners, tour operators and group travel planners, this section of the website contains information geared toward groups looking for venue space and event planning services in The Magnificent Mile district.

There are two options to participate:

- Option 1: Enhanced Listing with Photo for \$250 per year
- Option 2: Standard Text Listing for \$100 per year

Please complete the following information as you would like it to appear on the website. Submit completed forms to Melanie Mapes via fax at 312-642-3826 or email to [mmapes@gnmaa.com](mailto:mmapes@gnmaa.com).

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**Contact/Location Information**

Venue Name \_\_\_\_\_

Physical Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Name \_\_\_\_\_

Contact Phone Number \_\_\_\_\_

Contact Fax Number \_\_\_\_\_

Contact Email Address \_\_\_\_\_

Web Site Address \_\_\_\_\_

**Event Space Details**

Size/Capacity

Meeting:      Size \_\_\_\_\_ Capacity \_\_\_\_\_

Reception:    Size \_\_\_\_\_ Capacity \_\_\_\_\_

Banquet:      Size \_\_\_\_\_ Capacity \_\_\_\_\_

Cuisine \_\_\_\_\_

Offsite Catering Offered (circle one): Yes    No

Meals Served (circle all that apply): Breakfast    Brunch    Lunch    Dinner

Preferred Booking Timeline \_\_\_\_\_

Equipment/Services \_\_\_\_\_

\_\_\_\_\_

Outdoor Space \_\_\_\_\_

Parking \_\_\_\_\_

Special Wedding Amenities \_\_\_\_\_

### **Additional Details**

Unique Amenities & Offerings (50 – 75 words):

Description of Space (50 – 75 words):

Other Details: