

TME Sourcing is focused on creating a collection of meeting environments that provide the greatest possibility of success for our customers. This success is based on a consistent and high-level standard of meeting excellence, found at each In-Network property. These Meeting Excellence Criteria include:

Meeting Rooms, Furnishings and Amenities	
General session rooms are purpose designed with unobstructed views.	Mandatory
Ceilings are at least eight feet high (relative to the size of the room).	Mandatory
Solid walls or operable walls maintain a 52-STC	Preferred
Meeting rooms have controllable lighting	Mandatory
Meeting rooms have natural lighting	Preferred
Ergonomic chairs available for up to 20 people	Mandatory
Meeting rooms have room specific temperature control	Preferred
At least 3500 SF or meeting space	Mandatory
Technology	
HSIA available in meeting areas (Minimum 20MB/10,000 SF of space)	Mandatory
Food and Beverage	
Full service properties have a Full service Restaurant on property and offer in-room dining up to 11:00pm	Mandatory
Day Centers have dedicated dining area and wide variety of dining options	Mandatory
Meeting Support	
A dedicated Conference Planning Manager sees to all of your details, acting as your one point of contact to discuss meeting room setups, audio/visual needs, rooming list, private dining options and any other requirements you may have.	Mandatory
Property has a conference concierge convenient to meeting area can provide assistance to attendees.	Mandatory
Property has a complimentary Cyber area that provides workstations and printing capability to attendees	Mandatory
Guest Rooms	
Spacious desk/work area with convenient and ample power and task lighting	Mandatory
HSIA wireless or wired	Mandatory
In room amenities include: Dual phone outlets, Coffee Maker, Cable Television	Mandatory
Fitness & Recreation	
Fitness room	Mandatory
Meeting Packages and Other	
The property must be able to offer an overnight or day meeting package (inclusions listed below)	Mandatory
Maximum distance from an airport is 40 miles	Mandatory