



# El Cortez Center

702 Ash Street - P.O. Box 700  
San Diego, California 92138 • (714) 230-7068

May 9, 1980

Committee on Chicano Rights, Inc.  
Mr. Howard Hollman-Vice Chairman  
1837 Highland Avenue,  
National City, Ca. 92050

Dear Mr. Hollman:

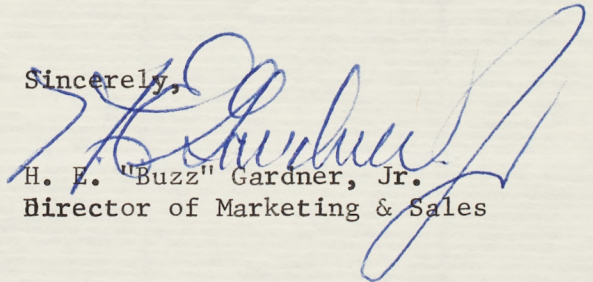
This is a letter to confirm my conversation with (La Decia) on the release of 50 rooms currently held by your organization for the Chicano National Immigration Conference, to be held here in the El Cortez Centre. We have now available for your group 150 room for Friday May 23rd and 150 rooms for Saturday May 24th and 100 rooms for Sunday May 25, 1980.

At present we have not received any appreciable number of reservations at our office as a result of the mailing. Please encourage your conferees to respond at least by telephone to insure rooming accommodations.

In view of the short time left I would encourage your organization guaranteeing a number of rooms to accommodate VIP delegates etc. Please contact our office as soon as practical to arrange for this matter.

Thank you again for your choosing the El Cortez Centre and feel free to call of us at any time.

Sincerely,



H. E. "Buzz" Gardner, Jr.  
Director of Marketing & Sales

HEG/bg



# El Cortez Center

702 Ash Street - P.O. Box 700  
San Diego, California 92138 (714) 230-7068

May 13, 1980

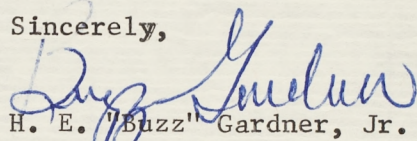
Committee on Chicano Rights, Inc.  
Mr. Howard Hollman-Vice President  
1837 Highland Avenue,  
National City, CA. 92050

Dear Mr. Hollman:

This is a letter confirming our telephone conversation today releasing the block of rooms reserved for the Chicano National Immigration Conference beginning Friday May 23rd and ending Sunday May 25, 1980. We will protect the group rate and honor reservations on a first come first serve basis.

Thank you for your consideration and feel free to call the El Cortez Centre for any assistance.

Sincerely,



H. E. "Buzz" Gardner, Jr.  
Director of Marketing & Sales

HEG/bg

cc: Sales  
Bookkeeping  
R. Santora  
Front Desk  
Housekeeping



**GUEST ROOMS REQUIREMENTS**

1. Rooming lists or individual reservations not received by the cut-off date will be accepted on a space-available basis. All rooms that remain in the block on the cut-off date will revert to the El Cortez Center for general sale.
2. Regarding guest room reservations held on a guaranteed payment basis (for any arrival after 6 p.m.), the company, individual, or organization will be held responsible for payment of the first night only. Guaranteed reservations are held (without occupancy) for one night only and not for the entire length of their stay.
3. If reservations are not guaranteed, they will be held only until 6 p.m. on the date of arrival.
4. Check-out time is 1 p.m.
5. To establish direct billing:  
Request for such arrangements must be received 14 days prior to arrival date.  
All requests must be in writing on company's/association's letterhead and forwarded to the Credit Manager.
6. Hotel complimentary policy:  
One unit/room per 50 rooms occupied per night; or total occupied rooms during meeting can be divided by 50 to determine the total complimentary units/rooms.
7. Suite numbers cannot be given out prior to check-in.
8. Quantities (3 times maximum room block) of postage-paid return reservation cards can be made available for mailing purposes.

**CATERING REQUIREMENTS**

1. Tentative programs must be received 12 months in advance of the meeting and final programs six months prior. If any function space is not then assigned, it will revert to the hotel.
2. All food and beverage items must be supplied and prepared by the hotel. It is necessary that we receive menu selections, meeting room setup requirements, and all other detail arrangements no later than 30 days prior to function.
3. We require a final guarantee of the number to be in attendance 48 hours prior to all food and beverage functions. This minimum number will be the least you will be charged for. We will prepare 5-percent above the guaranteed number in excess of 100 covers.
4. Function rooms are assigned according to the minimum number of people anticipated to attend. Room rental fees are applicable if room block drops below that estimated at time of booking. We reserve the right to change groups to space suitable for the attendance, with notification, if attendance drops or increases.
5. A service charge will be assessed for catering, room service, and food functions under 20 persons.
6. The Convention Services Department will determine whether or not labor charges, equipment rental, or special service charges will apply. The hotel reserves the right to charge a service fee for set up of meeting rooms with extraordinary requirements.
7. Tax and gratuity are 6-percent and 15-percent respectively. All prices are quoted exclusive of tax and gratuity.
8. All menus and beverage prices are subject to change. Firm food and beverage prices can be quoted three months in advance.
9. All equipment/items which the hotel must special order will be charged at cost to the organization.
10. Audio-Visual requirements are available through the hotel's in-house supplier. Rates are quoted upon request.
11. The hotel reserves the right to inspect and control all private functions. Liability for damage to the premises will be charged accordingly. The hotel cannot assume responsibility for personal property and equipment brought into the banquet area.

**MISCELLANEOUS**

1. The hotel will only accept exhibit/displays delivered to the East Loading Dock at 8th Ave. Convention Center and exclusively by prior notification.
2. Billing instructions to include name of contact, organization name and address, as well as specific charges to be applied. Signatories must be noted. All the above-noted information shall be in our hands two weeks in advance of the function.

If the arrangements above and on the reverse side meet with your approval, please sign and return. Upon receipt of the signed copy, we will then consider the arrangements confirmed and definite. Until that time, all space will be on a tentative basis.

**BE SURE TO REVIEW YOUR CUT-OFF DATES ON THE FRONT PAGE BEFORE SIGNING.**

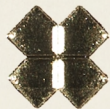
**CONFIRMATION: El Cortez Center**

NAME *[Signature]*  
 TITLE *Dir of Mktg & Sales*  
 DATE *4/8/80*

CLIENT ACCEPTANCE:  
 NAME *[Signature]*  
 TITLE *Vice Pres - CCA*  
 DATE *4-8-80*

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# El Cortez Center



702 Ash Street

San Diego, California 92101 • (714) 232-0161

~~El Cortez Center-Marketing & Sales  
702 Ash Street - P.O. Box 700  
San Diego, CA . 92138~~

1. The party of the first part hereby agrees to pay for the services and materials of the times, in the manner and for the consideration, herein expressed.
2. The party of the second part agrees to indemnify and save harmless the party of the first part, its officers, agents and employees from any and all losses, costs or damages of any nature or description whatsoever, accruing or resulting to the party of the second part in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the party of the second part, its agents servants or employees in the performance of this contract.
3. The parties hereto agree that the party of the second part and any agents and employees of the party of the second part in the performance of this agreement shall act as an independent contractor and not as officers or employees or agents of the party of the first part.
4. The party of the first part may terminate this agreement and be relieved from any obligations indicating the payment of any consideration to party of the second part should party of the second part fail to perform any of the covenants herein at the time and in the manner herein provided.
5. This agreement is not assignable by either party either in whole or in part.
6. Time is of essence of each and all the provisions of this agreement, and the provisions of this agreement shall extend to and be binding upon and inure to the benefit of the heirs, executors, administrators, of the respective parties hereto.
7. It is mutually understood and agreed that no alteration or variation of the terms of this contract shall be valid unless made in writing and signed by the parties hereto, and that no oral understandings or agreement not incorporated herein, and no alterations or variations of the terms here unless made in writing between the parties hereto.
8. This SERVICE CONTRACT is subject to the statutes, rules and regulations of the State of California and its appropriate agencies as some may now be or may be in the future as pertaining to the operation of San Francisco State University and the FIRST PARTY.
9. It is mutually understood and agreed that the party of the first part reserves the right to cancel or modify services and/or performance dates indicated due to conditions on campus beyond the control of the party of the first part at any time prior to delivery and/or performance of said services by the party of the second part without any compensation to the party of the second part by the party of the first part.

A G R E E M E N T

THIS AGREEMENT, entered into this 1st day of May, 1980, at Mission Viejo, County of Orange, State of California, by and between the Board of Trustees of the Saddleback Community College District, through its duly appointed Superintendent/President or Assistant Superintendent/Business of the Board, hereinafter called "DISTRICT", and \_\_\_\_\_  
Herman Baca hereinafter called "CONTRACTOR",

W I T N E S S E T H:

That the Contractor for and in consideration of the covenants, conditions, agreements, and stipulations of the District hereinafter expressed, does hereby agree to furnish to District services and materials, as follows:

One speech to be given at Saddleback College's Main Campus, 1:30 to 2:30 PM on May 5th, 1980. The speech will address current Chicano issues.

7. It is mutually understood and agreed that no alteration or variation of the terms of this contract shall be valid unless made in writing and signed by the parties hereto, and that no oral understandings or agreements not incorporated herein, and no alterations or variations of the terms hereof unless made in writing between the parties hereto shall be binding on any of the parties hereto.

IN WITNESS WHEREOF, this agreement has been executed in triplicate and on behalf of the parties hereto, the day and year first above written.

SADDLEBACK COMMUNITY COLLEGE DISTRICT

BY Roberta Lowland

"DISTRICT"

BY Herman Baca

"C O N T R A C T O R"



1. The party of the first part hereby agrees to pay for the services and materials of the times, in the manner and for the consideration, herein expressed.
2. The party of the second part agrees to indemnify and save harmless the party of the first part, its officers, agents and employees from any and all losses, costs or damages of any nature or description whatsoever, accruing or resulting to the party of the second part in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the party of the second part, its agents servants or employees in the performance of this contract.
3. The parties hereto agree that the party of the second part and any agents and employees of the party of the second part in the performance of this agreement shall act as an independent contractor and not as officers or employees or agents of the party of the first part.
4. The party of the first part may terminate this agreement and be relieved from any obligations indicating the payment of any consideration to party of the second part should party of the second part fail to perform any of the covenants herein at the time and in the manner herein provided.
5. This agreement is not assignable by either party either in whole or in part.
6. Time is of essence of each and all the provisions of this agreement, and the provisions of this agreement shall extend to and be binding upon and inure to the benefit of the heirs, executors, administrators, of the respective parties hereto.
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