



# Request for Proposal

**Would you like to showcase your property/venue and your local area to Wisconsin's meeting professionals? Then we need you!**

MPI-WI is now accepting proposals to host our 2019 Chapter educational meetings and special events. This is a wonderful opportunity to reach our membership of corporate, association and independent meeting professionals. Exposure is the key to success in our industry. By developing relationships with fellow members, whether planner or supplier, you will strengthen your property/venue's name in the industry, resulting in bottom-line, measurable business.

## **Benefits of Hosting a Meeting:**

- Showcase what your property/venue and your local area have to offer the meetings industry
- Featured on [www.mpiwi.org](http://www.mpiwi.org) Events Calendar with a direct link to your website (most visited page on site)
- Microphone time during announcements to promote your property & upcoming MPI-WI event at Chapter event prior to your hosting date.
- One-time use of MPI-WI Chapter member mailing list (Mailing must be approved in advance by MPI-WI Chapter.)
- Recognition on the Chapter's website and various social media outlets and in the Chapter's magazine.
- One complimentary registration to the host property member to attend event
- Two complimentary registrations to invite non-member guests to event. This is a great way to show your clients or your staff to great industry-related education and networking
- MPI-WI will share survey feedback from attendees regarding their satisfaction with your property

## **What Makes a Proposal Attractive to MPI-WI?**

1. Submit **complete** proposals **on time**. **Only those proposals that respond to our requirements will be considered.**
2. All proposals **MUST** accompany the completed RFP Summary Form, page 13.
3. Partnerships are critical for our selections in 2019. Our planner members especially are looking for an experience that showcases many options in a local area. We encourage suppliers to partner with others in their area to showcase more meeting ideas, venues and services.
4. **Be Creative!** Non-traditional meeting venues and themes are always welcome.
5. As a statewide association, we try to host our educational meetings and events throughout Wisconsin in an effort to partner with various member properties and expose our members to new and different venues.



## Guidelines

### General Information

- Host property (or CVB) must have a member of MPI-WI at the time of the awarded proposal and through the meeting date. **MPI-WI reserves the right to cancel the event without penalty if this is not the case.**
- MPI-WI traditionally holds meetings on the 2<sup>nd</sup> or 3<sup>rd</sup> Thursday of the month; however, a creative proposal that offers a different date or times of day will be considered and are encouraged.
- MPI-WI member of host facility will serve on the meeting team. It is recommended that your area CVB partner with the hotel property to maximize attendance.
- MPI-WI requires complimentary meeting space for all programs, detailed on pages 5-14.

### Guest Rooms

- A cutoff date for sleeping rooms one week before the meeting date is appreciated. We ask that the MPI negotiated room rate be honored after the room release date if rooms are available.
- Many of our members pay for sleeping rooms out of their own pockets; competitive rates on sleeping rooms are important! (Average range of rates for 2018 are \$99-\$119)
- Sleeping rooms **MUST** be at the property of an MPI-WI member. We request 3 complimentary guest rooms to accommodate speakers/administrative staff, unless otherwise noted on the forthcoming pages.
- If a hotel wishes to provide sleeping room amenities, all attendees, whether planner or supplier, must be included.

### Wireless Internet , AV Requirements/ Requests

**WIRELESS INTERNET:** MPI Wisconsin requires Wireless internet for attendees throughout the day to be used for standard email and website use.

### **MPI-WI A/V REQUIREMENTS:**

- MPI-WI requires complimentary standard audio-visual to include:
  - **Lunch and Meeting rooms:** LCD projectors, flipcharts, screens, wireless lavalier microphones, mixers, speakers, lecterns, AV carts, and Internet access.
  - **Board of Directors meeting room:** Wireless internet access, 5 extension cords/power strips, and Omni speakerphone.

### **MPI-WI A/V REQUESTS:**

- MPI-WI requests, as-needed, complimentary audio-visual to include: stage lighting & confidence monitors, LCD projectors, sound for video (varies per event).



## Food & Beverage

- Maximum compensation (inclusive) for Chapter meeting meal functions is as follows:  
**Breakfast - \$10**                                      **Lunch - \$20**  
**Boxed Lunch - \$10 (June Golf Outing)**        **Reception - \$14 (June Golf Outing)**  
**Dinner - \$40 (Awards Gala)**
- All rates are inclusive of tax and service charges. See individual event details for each event's planned F&B functions and anticipated costs.
- The Chapter sometimes schedules retreats for Chapter leaders that include food and beverage. Compensation for these functions is negotiable (Host has option to find sponsors for these functions).
- Host facility will provide a complimentary beverage/continental breakfast/break set up for Board of Directors Meetings (17 attendees).
- Cocktail functions are to include a cash bar. All persons serving alcohol must be licensed bartenders.
- Host facility will provide a complimentary reception with hot/cold hors d' oeuvres and cash bar either pre or post event as listed on the Meeting Specifications beginning on page 5. Note: This is an excellent time to offer property tours!
- Host facility is encouraged to provide a complimentary beverage break during the educational portion of the meeting.

## **Financial & Contractual Considerations**

- MPI-WI is responsible only for charges as signed in the BEOs and stated in the event contract. While pre and/or post event receptions, transportation, entertainment, etc. are greatly appreciated and beneficial to showing off your property and area, any vendor fees associated are not the responsibility of the MPI-WI Chapter unless signed off by MPI-WI. The contracted host facility agrees to be responsible for any invoices received by MPI-WI related to outside vendor costs for pre or post meeting events.
- If your property is selected, both parties will execute contracts by June 1, 2018.
- MPI-WI is tax-exempt; a copy of our exemption certificate will be attached to all contracts.
- Your proposal will be incorporated as a reference in to the event contract.
- The MPI-WI Chapter reserves the right to request additional proposals for monthly meetings should applying facilities not meet the established guidelines or if Host does not have an active MPI member.
- MPI-WI Chapter Staff ~ Christopher Dyer of Morgan Data Solutions, LLC is the only person authorized to provide signature to all negotiated hotel contracts.

## **How to Submit a Proposal**

Your proposal must be submitted electronically with an e-sales kit and floor plans attached. Your proposal **MUST** include a completed RFP Summary Form, found on page 13. The correspondence needs to be sent to: [admin@mpiwi.org](mailto:admin@mpiwi.org) no later than **March 9, 2018**. Please label your email's subject line as "2019 RFP response – (enter property name here)"

Upon delivery, MPI-WI will confirm receipt of your proposal.



Your proposal should:

- Have ALL sections of the RFP Summary Form completed (room rate, internet, A/V, etc)
- **Highlight the opportunities/activities that make your property stand out and will incorporate in to this program.** (i.e. lakefront bonfire, FAM tour of local meeting facilities, boat cruise, dinner at an unusual site, etc.) These need not be final ideas or details but will be worked out with MPI-WI closer to the meeting date. If your activities include other venues/industry partners, please note them in the proposal.
- Confirm all space should be held for MPI-WI until the RFP committee makes a final decision. If required, please impose a 48-hour decision process to MPI-WI and first right of refusal.

### What Happens After You Submit a Proposal?

The MPI-WI RFP Team will select a first and second choice for each Chapter meeting by April 1, 2018. The Chapter will then begin negotiations with the first choices for each meeting. If negotiations cannot be completed with the first choice, the Chapter will then begin negotiations with the second choice. All negotiations will be completed and contracts executed by Friday June 1, 2018.

**Binding Authority: MPI-WI Chapter Staff ~ Christopher Dyer of Morgan Data Solutions, LLC is the only person authorized to provide signature to all negotiated hotel contracts.**

### Overview – 2019 Proposed Meeting Calendar

*Please see pages 5 – 14 for specifications for individual events*

Month	Preferred Date	Alternate Date	Meeting Type	Estimated Attendance	Total Estimated Guestrooms
January	17-18	10-11	Education program and Board of Directors Retreat	80-100	15
February	15	8	Education program	50-100	10
April 4/4 is GMID	3-4	11-12	Spring Education Day and GMID Celebration	110-140	40
May	16	9	Education program	80-100	10
June	20	27	Golf outing	80-100	45
August	8	7 or 9	Awards Gala	100-120	60
September	19	26	Education program	50-100	10
October	17	10	Education program	70-90	10

#### Other Chapter Events:

- **March-Networking Event-** A separate communication will be coming out for this event.
- **August – Board Meeting** (usually same day as Milwaukee Summer Social). President – Elect will determine final date/time/location. Please reach out to the 2018-2019 President-Elect if you're interested in hosting this event.
- **November – Great Lakes Education Summit.** This event is sourced and contracted through the GLES joint committee. Please contact the Director-Special Education Projects if you're interested in being involved with this event.



## 2019 Proposed Meeting Specifications

### January 2019 Chapter Meeting and Board of Directors Strategic Planning Retreat

- Thursday, January 17 – Friday, January 18, 2019
- Alternate Date – Thursday, January 10 – Friday, January 11, 2019
- Sleeping rooms: 5 rooms night prior to event and/or 10 rooms night of event

Time	Function	Attendance/Set	Compensation
<b>Day 1 – Thursday</b>			
9 am – 11am or 5 pm – 7 pm	Board of Directors Meeting Beverage Break	Hollow square for 20 with perimeter seating for 10/internet access/Omni speaker phone/extension cords & power strips	None
11 am – 12 pm	Registration	3-8' tables with 4 chairs	None
12 pm – 1 pm	Luncheon	100 people at round tables	\$20 per person inclusive
1 pm – 4 pm	Chapter Education Program	100 people at half rounds	None
4 pm – 5 pm	Reception/tour of property		Cash Bar
6 pm or 7 pm	Dinner (onsite restaurant)	20 people at one table Order will be from menu	Full reimbursement of menu price.
<b>Day 2 – Friday Board of Directors meeting</b>			
8 am – 9 am	Breakfast	20 people at round tables (Same AV as day before)	\$10 per person inclusive
9 am – 4 pm	Board/Leadership Meeting Beverage Breaks	20 people at half rounds	None
12 pm – 1 pm	Lunch	20 people at round tables	\$20 per person inclusive

### Additional Space Requests:

CMP 101	Time TBD	20 people at classroom Seating
MPI 101	Time TBD	20 people at half rounds

### Location History

Date	Meeting Type	Property	Attendance	Room Pick-up
January 21, 2016	Education Program	Milwaukee Marriott West Waukesha, WI	92	10
January 19, 2017	Education Program	Embassy Suites Brookfield, WI	86	10



**February 2019 Chapter Meeting**

- Friday, February 15, 2019
- Alternate Date: Friday February 8, 2019
- Sleeping rooms: 5 rooms night prior to event and/or 10 rooms night of event

**\*\*FRIDAY BREAKFAST\*\***

Time	Function	Attendance/Set	Compensation
8 am – 8:30 am	Registration	3-8' tables with 4 chairs	None
8:30 am – 9:30 am	Plated Hot Breakfast	100 people at round tables	\$20 per person inclusive
9:30 am – 11:30 am	Chapter Education Program Beverage Break	100 people at half rounds	None
11:30 am – 12:30 pm	Reception/tour of property	100 people	None
1 pm – 3 pm	Board of Directors Meeting Beverage Break Potential Lunch – from limited menu	Hollow Square for 20 with perimeter seating for 5	Full reimbursement of menu price.

**Additional Space Requests:**

CMP 101	Time TBD	20 people at classroom Seating
MPI 101	Time TBD	20 people at half rounds

**Location History**

Date	Meeting Type	Property	Attendance	Room Pick-up
February 11, 2016	Education Program	Marriott Madison West Madison, WI	90	4
February 9, 2017	Education Program	Holiday Inn Manitowoc Manitowoc, WI	62	6

\*\* This program was previously held on a Thursday afternoon



**April 2019 Spring Education & GMID (Global Meetings Industry Day)**

- Wednesday April 3, 2019-Thursdays April 4, 2019 (April 4th is GMID)
- Alternate – Wednesday, April 10, 2019 – Thursday April 11, 2019
- Sleeping rooms: 25 for Wednesday evening and 15 rooms for Thursday Evening

Time	Function	Attendance/Set	Compensation
<b>Day 1 – Wednesday</b>			
12 pm – 5 pm	Board of Directors Meeting (current board / new board) Beverage Break	Hollow Square for 20 with perimeter seating for 10	None
5 pm – 6 pm	Reception/Property Tour		None
<b>Day 2 – Thursday</b>			
7:30 am – 8:30 am	Registration and Continental Breakfast	3-8' tables with 4 chairs 100 ppl	\$10 per person inclusive
8:30 am – 4 pm	General Session AM and PM beverage breaks	200 people at half rounds	None
8 am-4 pm	Exhibit Tables	(6) 8' skirted tables (can be in general session room)	None
9 am – 4 pm	Break-outs (3)	65 people each at half rounds	None
11:30 am – 1 pm	Networking Luncheon	200 people networking lunch	\$20 per person inclusive

**SPECIAL COMMENTS:**

- This event may be a joint event with other industry organizations (i.e. NACE, etc)
- It is preferred to hold this event in/near Madison, WI due to proximity to state capitol/possible government speakers.
- Due to the nature of this event, please propose flexible space large enough to hold 175 attendees but could also be flexed to hold 80 people (if it does not execute as a joint event).

**Location History**

Date	Meeting Type	Property	Attendance	Room Pick-up
April 14, 2016	Education program	Sheraton Madison Madison, WI	91	5
April 13, 2017	Education program and Mini FAM	Hotel Julien Dubuque Dubuque, Iowa	62	39

\*This program was previously a Monthly Chapter Meeting



## May 2019 Chapter Meeting

- Thursday, May 16, 2019 or Thursday May 9, 2019
- Sleeping rooms: 10 rooms for day of event

Time	Function	Attendance/Set	Compensation
9 am – 11 am	Board of Directors Meeting Beverage Break	Hollow Square for 20 with perimeter seating for 5	None
11 am – 12 pm	Registration	3-8' tables with 4 chairs	None
12 pm – 1 pm	Luncheon	100 people at round tables	\$20 per person inclusive
1 pm – 4 pm	Chapter Education Program Beverage Break	100 people at half rounds	None
4 pm – 5 pm	Reception/tour of property		Cash Bar

### **Additional Space Requests:**

CMP 101	Time TBD	20 people at classroom Seating
MPI 101	Time TBD	20 people at half rounds

***The Board of Directors will also possibly be looking to host the Spring Retreat along with the May Chapter Meeting.***

***A space for 20 people for an all-day meeting either Wednesday Prior or Friday after would be required for this event along with additional guest rooms. Details are still being determined and exact time will be discussed prior to contracting.***

### **Location History**

Date	Meeting Type	Property	Attendance	Room Pick-up
May 18-19, 2016	Spring Education Day & Annual Meeting	Blue Harbor Resort Sheboygan, WI	126	15
May 17-18, 2017	Green Lake Conference Center	Green Lake, WI	76	39

\*This program was previously Spring Education Day





**June 2019 Chapter Golf Outing (host must be a member with MPI)**

- Thurs, June 20 - Fri, June 21, 2019 or Thurs, June 27 - Fri, June 28, 2019
- Sleeping rooms: 40 on Thursday evening, 5 for Friday evening

Time	Function	Attendance/Set	Compensation
<b>Day 1 – Thursday</b>			
5:00 – 7:00 pm	Reception/Property Tour	50 people	None
<b>Day 2 – Friday</b>			
8:30 – 9:30 am	Registration	100 people	None
9:30 am	Golf Outing w/Box Lunch for 70 golfers <b>(MUST INCLUDE Golf information with proposal)</b> Non-Golfer Outing (provide agenda & price list)	Box lunches: 70 for golfers, 30 for non-golf	\$10 per person inclusive + golf green fee/non-golfer outing fee
3 – 4:30 pm	Reception/Hors d'oeuvres/golf awards/entertainment	100 people	\$14 per person inclusive Cash Bar

- **Exact event time will be determined by MPI-WI and Host**
- **Course will allow sponsors to bring sample food and beverage items to distribute at their sponsored hole.**
- **\$5 inclusive for two drink tickets**
- **Format will be a scramble with a shot gun start**
- **Organizer will provide special rules to increase speed of play. Maximum two putt and maximum double bogey.**
- **One table/ one chair will be provided on tee boxes for sponsors (typically 7-14).**
- **Driving range open 2 hours in advance of shot gun start.**
- **Course staff will place sponsor signage on/near designated tee boxes and greens. Signs will be marked with location.**
- **Course staff will place hole contests (flag prizes) per group instruction and return to organizer immediately following play. Course will work with organizer to place hole appropriate contests depending on number of sponsors.**
- **Course will provide carts for sponsors or deliver them to holes if carts not available.**
- **Course will provide public address or other amplification to make announcements to golfers.**
- **Course will maintain operation of at least one beverage cart during play.**
- **Box lunch \$10 inclusive. Box lunches will be delivered by staff on course beginning at 11am and completed by 11:30am. Box lunches to include: Choice of Ham or Turkey sandwich or wrap (add 5 vegetarian options), bag of chips or pretzels, apple or banana, cookie and choice of water or can soda.**
- **Box lunch will have a sponsor. Course will place sticker or marketing piece on or in box. Sticker and marketing pieces provided by organizer.**
- **If Reception is at golf course: Course will provide indoor or covered location for post golf reception and announcements.**
- **Reception - \$14 per person inclusive. Cash bar provided. Reception will include minimum two hot items along with other cold items.**

**Location History**

Date	Meeting Type	Property	Attendance	Room Pick-up
June 22-23, 2016	Golf outing & Summer Get away	Lake Lawn Resort Delevan, WI	88	46
June 30, 2017	Golf outing & Summer Spectacular	Best Western Premier Waterfront Hotel & Convention Center And Oshkosh Country Club	83	31



### August 2019 Chapter Awards Celebration Gala

- Thursday, August 8, 2019 Friday, August 7, 2019 or Wednesday August 9, 2019
- Sleeping rooms:
  - Complimentary Rooms: Wednesday - 2, Thursday – 5
  - Room block: Night of Gala - 60

Time	Function	Attendance/Set	Compensation
<b>Day 1 –Day Prior</b>			
12 pm (24 hr hold)	Set-up	* See below	None
<b>Day 2 – Thursday</b>			
10 am – 1 pm	Board of Directors Meeting Beverage Break	Hollow Square for 20 with perimeter seating for 5	None (Group on own for lunch)
12 pm – 1 pm	Lunch for AV Team	5	\$10 inclusive -can be a restaurant menu
1 pm – 4 pm	Awards Banquet Rehearsal	In banquet room	None
5 pm - 6 pm	Dinner for AV Team	5	\$20 inclusive. Can be a restaurant menu
5 pm – 6 pm	Past President’s Reception	30 ppl, cocktail set Can be in suite	None (sponsor?)
5 pm – 6 pm	Cocktail Reception Registration	150 ppl	Cash Bar
6 pm – 9 pm	Awards Banquet	In banquet room * See Below	\$30 per person inclusive
9:30 pm – 12 am	Afterglow dance/entertainment	100 people, can be same room as dinner	None
<b>Day 3 – Friday</b>			
Until 2:00 pm	Teardown	Banquet Room	

**\*Room dimensions and proposed room layout must be included with proposal.**

Special A/V Notes: **If you do not have the following equipment at your disposal, please submit with what equipment that you do have available to utilize.**

Complimentary room set-up should include rounds of 8 for 150; 24’x16’ stage w/stairs on both sides; lighted standing lectern with microphone holder; hand-held cordless microphone; three 6’ skirted tables off stage for awards; (2) 9’x14’ front projection screens with dress kit placed on each side of the stage, 2 video projectors, spotlight and track lighting and audio sound system mix boards. Spotlight, tracking lighting and audio system mix boards can be provided by outside vendor. Minimum ceiling height of 14’ is required.

#### Location History

Date	Meeting Type	Property	Attendance	Room Pick-up
September 14, 2016	Awards Gala and Education	Lambeau Field Green Bay, WI	112	41
September 21, 2017	Awards Gala and Education	Madison Marriott West Madison, WI	123	31

\* This will be a first time to host this event in August. This program was previously held in September.



**September 2019 Chapter Meeting**

- Thursday, September 19, 2019
- Alternate: Thursday, September 26, 2019
- Sleeping rooms: 10 rooms for day of event

Time	Function	Attendance/Set	Compensation
9 am – 11 am	Board of Directors Meeting Beverage Break	Hollow Square for 20 with perimeter seating for 5	None
11 am – 12 pm	Registration	3-8' tables with 4 chairs	None
12 pm – 1 pm	Luncheon	100 people at round tables	\$20 per person inclusive
1 pm – 4 pm	Chapter Education Program Beverage Break	100 people at half rounds	None
4 pm – 5 pm	Reception/tour of property		Cash Bar

**Additional Space Requests:**

CMP 101	Time TBD	20 people at classroom Seating
MPI 101	Time TBD	20 people at half rounds

***Alternative Timing Option—Friday Morning Breakfast***

Time	Function	Attendance/Set	Compensation
8 am – 8:30 am	Registration	3-8' tables with 4 chairs	None
8:30 am – 9:30 am	Plated breakfast	100 people at round tables	\$20 per person inclusive maximum
9:30 am – 11:30 am	Chapter Education Program Beverage Break	100 people at half rounds	None
11:30 am – 12:30 pm	Reception/tour of property	100 people	None
1 pm – 3 pm	Board of Directors Meeting Beverage Break Potential Lunch – from limited menu	Hollow Square for 20 with perimeter seating for 5	Full reimbursement of menu price.

**Location History**

\*\* Previously we held the Gala in September. See October location history for an idea for attendance on next page.



**October 2019 Chapter Meeting**

- Thursday, October 17, 2019
- Alternate: Thursday, October 10, 2019
- Sleeping rooms: 10 rooms for day of event

Time	Function	Attendance/Set	Compensation
8:30 – 10:30 am	Board of Directors Meeting Beverage Break	Hollow Square for 20 people with perimeter seating for 10	None
10:30 am – 11:15 am	New Member Reception Complimentary Beverage/ Break set up for 20	6-8 rounds of 6	None
11 am – 12 pm	Registration & Tours	3- 8' tables with 4 chairs	None
12 pm – 1 pm	Luncheon	100 people at round tables	\$20 per person inclusive
1 pm – 4 pm	Chapter Education Program Beverage Break	100 people at half hounds	None
4 pm – 5 pm	Post Event Reception	100 ppl	None

*Alternative Timing*

Time	Function	Attendance/Set	Compensation
8 am – 8:30 am	Registration	3-8' tables with 4 chairs	None
8:30 am – 9:30 am	Plated Hot breakfast	100 people at round tables	\$20 per person inclusive maximum
9:30 am – 11:30 am	Chapter Education Program Beverage Break	100 people at half rounds	None
11:30 am – 12:30 pm	Reception/tour of property	100 people	None
1 pm – 3 pm	Board of Directors Meeting Beverage Break Potential Lunch – from limited menu	Hollow Square for 20 with perimeter seating for 10	None Lunch – actual

**Additional Space Requests:**

CMP 101	Time TBD	20 people at classroom Seating
MPI 101	Time TBD	20 people at half rounds

**Location History**

Date	Meeting Type	Property	Attendance	Room Pick-up
October 13, 2016	Education Program	Harley Davidson Museum Milwaukee, WI	116	2
October 19, 2017	Education Program	Holiday Inn Fond Du Lac and Conference Center Fond Du Lac, WI	66	12



## RFP Summary Form

*\*This form **MUST** be submitted with proposal to be considered as a host property for an MPI-WI event\**

Property Name				
Property Address				
Phone		Fax		
Website				
Submitted by				
MPI-WI Chapter member name & email address				
List in order of preference the months and/or month you wish to be considered.	___	January (+ BOD retreat)	___	June (golf outing)
	___	February	___	August (Gala)
	___	March	___	August BOD
	___	April (2 day Education)	___	September
	___	May (+BOD retreat possibly)	___	October
Sleeping Room Rate				
Sleeping rate includes:	___	Complimentary Parking	___	Breakfast
	___	Guestroom Internet	___	Wi-Fi throughout hotel
	___	Additional item: _____		
3 Complimentary Guestrooms?	___	Yes	___	No
				If not, how many? _____
Complimentary Meeting space?	___	Yes	___	No
				If not, cost? _____
Complimentary A/V for all equipment listed?	___	Yes	___	No
				If not, which items and estimated cost? _____
Complimentary break for Board of Directors meeting?	___	Yes	___	No
				If not, cost? _____
Complimentary Reception with cash bar?	___	Yes	___	No
				If not, cost? _____
INTERNET: Complimentary for Guestrooms?	___	Yes	___	No
				If not, cost per night? _____
INTERNET: Complimentary for all Meeting rooms?	___	Yes	___	No
				If not, cost? _____
Is your property LEED or Travel Green Certified?	___	Yes	___	No
Additional information (i.e., fundraising ideas, golf rates)				
<b>FOR AUGUST GALA EVENT, I agree that I have read and acknowledge the additional A/V needs required by my property/facility in order to host this event. (please sign in box to right)</b>				