

Omaha Hotels Responding to a Meeting Lead http://partners.visitomaha.com

Omaha Convention & Visitors Bureau 1001 Farnam St Omaha, NE 68102 www.visitomaha.com

Meeting Sales Leads

Reviewing Leads:

- 1. Once you are logged in, click on the "Leads" tab in the upper left hand corner of your screen
- 2. Automatically all leads past and present are displayed. You can filter your leads by the following:
 - a. Status (new, pending, closed/won, closed/lost and closed/TBD)
 - b. Groups (meeting or tour)
 - c. Whether you have responded or not
- 3. You are able to sort your list of leads by clicking on any of the column headers (i.e. Meeting Name, Organization, etc)
- 4. If you select "New" under the "Status" drop-down, it will show only the leads that you are still able to respond to

maha Conver	ition & Visitors Bureau	Walcome, I	terri Straule - Lopped in ter Omaha)	Convention & Visitors i	lurnau 👽		LOCOUT
Leads Member I	econd Events						
		ALL LEADS - CLIPPENTLY 33 IN VIEW					
Illine Any Status	Al Generative 💙All Reconcerce 😵	ALL LEADS - CORRENTET 33 IN VIEW			14 1 1	Tana 1 and	the state
Inday Status	Starts.		W L K L Y L C L Offern L All				1000 Stort
ead T Pending	Lead	Organization	Hotel Response Date	Arr/Dept Dates	Status	Responded	Create Dat
Closed/Won Negtin Closed/Lost	College World Series	NCAA Baseball		Jun 14-26, 2014	Closed/Lost	No	01-08-2009
clesed/TED	Soth Annual RSSI CBS Exhibition	Railway Systems Suppliers Inc. (RSSI)	08-25-2010	May 31-Jun 6, 2014	New	No	08-11-2010
eeting Sales 2904	Nebraska State Track Meet	Nebraska School Activities Association (NSAA)	12-23-2008	May 16-17, 2014	Closed/Won	No	03-07-2008
eeting Sales 2925	Annual Shareholders Meeting	Berkshire Hathaway	12-23-2000	May 1-5, 2014	Closed/Won	No	03-10-2000
leeting Sales 3032	College World Series	NCAA Baseball	12-23-2008	Jun 15-27, 2013	Closed/Lost	No	06-25-2008
eeting Sales 2903	Nebraska State Track Meet	Nebraska School Activities Association (NSAA)	12-23-2008	May 17-18, 2013	Closed/Won	No	03-07-2008
eeting Sales 2924	Annual Shareholders Meeting	Berkshire Hathaway	12-23-2008	May 2-6, 2013	Closed/Won	No	03-10-200
eeting Sales 3031	College World Series	NCAA Baseball	12-23-2008	Jun 15-25, 2012	Closed/Lost	No	06-25-200
eeting Sales 2557	Nebraska State Track Meet	Nebraska School Activities Association (NSAA)	12-23-2008	May 10-19, 2012	Closed/Won	No	03-02-200
eeting Sales 2923	Annual Shareholders Meeting	Berkshire Hathaway	12-23-2008	May 3-7, 2012	Closed/Won	No	03-10-200
eeting Sales 3458	First/Second Round Tournament	NCAA Basketball	05-13-2009	Mar 14-18, 2012	Closed/TBD	No	05-06-200
eeting Sales 3450	Annual Meeting	Association of Fish & Wildlife Agencies	05-08-2009	Sep 10-15, 2011	Closed/Lost	No	05-04-200
eeting Sales 3030	College World Series	NCAA Baseball	12-23-2008	Jun 18-30, 2011	Closed/Lost	No	06-25-200
eeting Sales 2556	Nebraska State Track Meet	Nebraska School Activities Association (NSAA)	12-23-2008	May 20-21, 2011	Closed/Won	No	03-02-200
eeting Sales 2922	Annual Shareholders Meeting	Berkshire Hathaway	12-23-2008	Apr 28-May 1, 2011	Closed/Won	No	03-10-200
eeting Sales 3737	Great Rivers Chapter Conference and Expo	International Erosion Control Association (IECA)	11-24-2009	Oct 25-28, 2010	Closed/Lost	Yes	11-20-200
eeting Sales 4052	Kern's test	Omaha Testing Association	07-15-2010	Oct 24-25, 2010	Closed/Lost	No	07-14-201
eeting Sales 2347	College World Series	NCAA Baseball	12-23-2008	Jun 19-Jul 1, 2010	Closed/Won	No	06-13-200
eeting Sales 3535	World Series Qualifying Tournament /Omaha NIT	USSSA	06-30-2009	Jun 17-20, 2010	Closed/Lost	No	06-24-200
eting Sales 2555	Nebraska State Track Meet	Nebraska School Activities Association (NSAA)	12+23-2008	May 21-22, 2010	Closed/Won	No	03-02-200
eeting Sales 2921	Annual Shareholders Meeting	Berkshire Hathaway	12-23-2008	Apr 29-May 3, 2010	Closed/Won	No	03-10-200
eeting Sales 3802	Kem's test	Omaha Testing Association	01-29-2010	Mar 1-2, 2010	Closed/Won	No	01-29-201
eeting Sales 3746	Sudanese Church	Information Lists	12-04-2009	Dec 24-25, 2009	Closed/Won	No	12-03-200
teeting Sales 1075	College World Series	NCAA Baseball	12-23-2008	Jun 13-25, 2009	Closed/Won	No	07-05-200

- 5. Click on the Lead ID or Title to open and respond to it
- 6. Please note that the Hotel Response Date listed is your deadline to be able to respond to the lead online (or edit your response)
- 7. If a client response is required, click on the client's email address to send your response directly to the client (respond to the CVB online in addition to this response)
- 8. In the bottom left corner you will se a "Add Your Response" link click that to open and respond to this lead (next page)

Puesulag table tead? Over @ No Commentitie Commentitie Barcase Only Commentitie Commentitie Rete Range 0 O Optimals Construction Deck Night Reams O Standary O O Optimals Construction Deck Night Reams O Standary O O O Optimals Construction O O O Requested Roams 0 O O O Optimals Construction O O O O O Requested 3 OOO O <td< th=""><th></th><th></th><th></th><th>Respons</th><th>e Information</th><th></th><th></th><th></th></td<>				Respons	e Information			
Censulation Barcaso Only Consultor set consultor is local yields book & Consultor is local yields book & Consultor is local yields Barcaso Dia Consultor Rete Ramp 0 <tr< th=""><th>Pursuing this lead?</th><th>⊖ Yes [©]No</th><th></th><th></th><th></th><th></th><th></th><th></th></tr<>	Pursuing this lead?	⊖ Yes [©] No						
Burcey Only Channelly Image: Second Street	Comments:							
Barcer Only Comments:								
Berear-Only Connents: Berear-Only Connents: Berear-Only Connents: Rete Rame 0 to 0 Requested Roms 0 to 0 Rete Rame 0 to 0 Requested Roms 0 to 0 10 t								
Beree-Only Cenned State Baree-Only Cenned State Baree-Only Cenned State Baree-Diversion of the State State Baree-Diversion of the State State Reguested Rooms 0 Peak Night Rooms 0								
Burger Unit Second Se								
Bureau-Caly Comments: Bureau-Caly Comments: the service of all rock is easy by big the service of all rock is easy by								
Rate Range 0	Bureau-Only Comments							
Bate Rame 0 0 Peak Night Roms 0 Regressible Roms 0	e comments will not be seen by the hey will only be seen by the staff of							
Rate Rame 0	maha Convention & Visitors Bureau.							
Refe Range O O Peak Night Reems O Regressived Raums O Peak Night Reems O Solereday Peak Night Reems O Solereday Toroday O								
Reference Range O								
Rein Range 0 Peek Night Romms 0 Requested Romms 0 Peek Night Romms 0 Saturday Sunday Tuesday								
Rate Rame 0								
Requested Rooms 0 Peak Night Rooms 0 Requested Rooms 0 Aay 05/11/2014 06/02/2014 0	Rate Range	0 to 0						
Room Information Selarday Sunday Tessday Tensday Selarday Selarda	Requested Rooms	. 0			Peak Night	Rooms 0		
Saturday Sunday Nonday Toesday Wienesday Thursday Thursday Friday 66/05/2014 00 0				Room 1	Information			_
05/31/2014 06/01/2014 06/02/2014 06/02/2014 06/04/2014 06/06/2		Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Vestel 0 <td>Any</td> <td>05/31/2014</td> <td>06/01/2014</td> <td>06/02/2014</td> <td>06/03/2014</td> <td>06/04/2014</td> <td>06/05/2014</td> <td>06/06/2014</td>	Any	05/31/2014	06/01/2014	06/02/2014	06/03/2014	06/04/2014	06/05/2014	06/06/2014
Requested 3 300 690 000 525 30 2 File Attachments File Attachments: -Vore - -	Total	U	0	0	0	0	U	0
File Attachments	Requested	з	300	680	800	525	30	2
File Attachments: -Kono				File AI	tachments			
Add View Remove	File Attachments	-None	6					
Add View Remove								
Add View Remove		-	98					
		Add View	Remove					

- 9. Fill in the appropriate information, and click "Save" at the bottom
- 10. Note that items in red are required fields
- 11. Bureau Only Comments will only be seen by the OCVB (the client will not see them)

Entering Pickup:

- 1. Once a meeting has been turned into definite business, you will see a "pickup" tab at the bottom of the screen, beneath the Response
- 2. After the meeting has taken place, you will enter the number of rooms you received from this meeting

