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Retreat to the Mountains Resort Criteria – North Georgia Region

1. Purpose

This document outlines what qualifies a venue for the University of North Georgia (UNG) Evergreen Learning Retreat to the Mountains campaign. Any venue that meets these criteria can express interest by emailing evergreenlearning@ung.edu

2. Eligible Geographic Area

Resorts must be physically located in one of the following Georgia counties:

Lumpkin, Fannin, Hall, Union, Towns, Gwinnett, Pickens, Gilmer, Dawson

3. Mandatory Requirements

To be considered for the Retreat to the Mountains, all proposing resorts must meet all the following criteria:

3.1 Accommodations & Booking

- Ability to block out hotel rooms for corporate groups
- No prepayment required from UNG or the corporate client
- Ability to cancel rooms and meeting spaces with short notice

3.2 Facilities

- Corporate training classrooms or meeting rooms suitable for instruction
- On-site restaurant
- Food service and catering available on property
- Long-range mountain, lake, or vineyard views

3.3 Pricing & Discounts

- Provide discounted rates for accommodations for program attendees, via dedicated booking link

4. Optional/Value-Added Features (Preferred but Not Required)

- Boating
- Fishing
- Vineyard / Winery
- Fire pit or outdoor gathering areas
- Adventure course or obstacle/challenge course
- Indoor entertainment options
- Fitness classes or wellness programming
- Spa services
- Golf
- Hiking
- Accommodations for large groups (75-200 people)

5. Responsibilities of the University of North Georgia (UNG)

UNG will:

- Promote the program to corporations and organizations seeking corporate training retreats in North Georgia
- Conduct all marketing related to UNG's corporate training retreat offerings
- Lead all business development efforts to secure corporate partners
- Deliver all corporate training instruction on site at the resort
- Provide the UNG instructor(s) for the training

- Bill the corporate partner separately for course instruction

6. Responsibilities of the Resort

The resort will be responsible for:

- Managing all bookings, lodging, and guest services
- Handling all cancellations and reservation adjustments
- Providing food and beverage services, including catering
- Delivering optional add-on experiences (if offered)
- Providing discounted rates for attendees participating in UNG-affiliated corporate training via dedicated booking link
- Delivering standard hospitality and resort security services
- Allowing UNG to use resort logos for marketing and promotional purposes
- Agreeing to be featured publicly as a Preferred Resort Partner alongside other selected resorts

7. Proposal Submission Requirements

- Resort overview
- Description of how mandatory criteria are met
- Details of optional amenities
- Pricing structure and discounted group rates
- Sample cancellation and booking policies
- Contact information

8. Evaluation Criteria

- Compliance with mandatory requirements
- Quality and capacity of facilities
- Optional amenities
- Pricing and discount structure

- Suitability for corporate training retreats

9. Questions & Contact Information

University of North Georgia

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