



## WINTER PACKAGES TALLY SHEET

**Promotion dates: 12/10/08 – 3/8/08**

Below is the tally sheet for front-desk staff or hotel management to keep track of package sales on a weekly basis. Local tourism coordinators will check in every 2 weeks (6 times over the course of 13 WEEKS) to collect sales numbers for the promotion period.

| Week    |               | #<br>Packages<br>Sold | #<br>Non-package Referred<br>Room Nights<br><small>(room nights sold as result of a<br/>package inquiry even though customer<br/>did not end up buying the package)</small> |
|---------|---------------|-----------------------|---|
| Week 1  | 12/12 – 12/18 |                       |   |
| Week 2  | 12/19 – 12/25 |                       |   |
| Week 3  | 12/26 – 1/1   |                       |   |
| Week 4  | 1/2 – 1/8     |                       |   |
| Week 5  | 1/9 – 1/15    |                       |   |
| Week 6  | 1/16 – 1/22   |                       |   |
| Week 7  | 1/23 – 1/29   |                       |   |
| Week 8  | 1/30 – 2/5    |                       |   |
| Week 9  | 2/6 – 2/12    |                       |   |
| Week 10 | 2/13 – 2/19   |                       |   |
| Week 11 | 2/20 – 2/26   |                       |   |
| Week 12 | 2/27 – 3/5    |                       |   |
| Week 13 | 3/6 – 3/8     |                       |   |

Please direct any questions to your local tourism promotion agency or Jamin Clemente at [jclemente@empire.state.ny.us](mailto:jclemente@empire.state.ny.us).