Atlantic Services Group

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October 23, 2000

Phillips Collection
Ms. Mary Alice Nay
1600 21st Street, NW
Washington, DC 20009

Dear Mary Alice:

Enclosed, please find a copy of the valet parking agreement between Atlantic Valet and the Phillips Collection. We are very excited at the prospect of becoming the valet service provider of choice by the Phillips Collection. In light of the recent concerns over parking in the neighborhood, Atlantic Valet will operate the service under new procedures whereby no guest/member cars utilizing the valet service will be parked on the neighborhood Streets (with the exception of vehicles parked on Massachusetts Avenue). Stated in the contract are the operating procedures as well as our plan for securing parking.

As the area's premier provider of parking and transportation services, Atlantic Valet places a great emphasis on customer service, appearance of staff and quality assurance, while maintaining an efficient operation where expenses are examined at all times. Atlantic has been providing high-end valet services for more than 19 years. Currently, we operate parking services for more than 30 restaurants, clubs and garages as well as 2500 special events each year. Based upon this experience, Atlantic fully understands the levels of service required to successfully manage the parking at the Phillips Collection. We look forward to the opportunity to partner with you in providing your members and guests with the most effective and efficient parking solutions while ensuring that neighbor sensitivity is in place at all times.

Sincerely,

ATLANTIC VALET

Martin E. Janis
CEO

Enclosure(s)

BZA
Case No. 16618
Exhibit No. 55

Board of Zoning Adjustment
District of Columbia
CASE NO.16618
EXHIBIT NO.55

Atlantic Valet's objective is to provide the members and guests of the Phillips Collection with "first class" valet parking services for all special events which will require the use of a valet service. In addition, to provide pleasant, courteous, dependable and quality services through our well trained and professionally driven staff.

Atlantic Valet shall provide valet parking services that will not only provide the members and guests with an added level of service but will also ensure that neighborhood concerns over parking are alleviated. In order to accommodate your anticipated valet parking needs, our initial staffing plan is as follows:

*Personnel*:

This will vary depending upon the volume of guests anticipated for each function. A good gauge to base the number of attendants required is one valet parker for every 15-20 guests. Of course, functions where a large number of guests are from out of town will reduce the number of valets needed.

*Hours of Operation*:

This will vary for each function. Atlantic staff will arrive 30 minutes prior to the planned guest arrival time. Atlantic Valet staff will remain until the last of the guests' cars is retrieved.

*Procedure*:

Each member/guest will pull up to the valet drop off point (located in front of either the main building or the annex building). The parking manager shall greet each guest by opening their car doors and assisting in any way possible. Additionally, all users of the service will be welcomed to the Phillips Collection. Valet parkers will then provide the driver with a claim check of a sequentially numbered ticket and shall place the windshield stub of the numbered ticket on the windshield of the visitor's car. The valet will then park the car in the designated parking area. The valet shall return all keys to a secured keybox which shall be located in front of the Phillips Collection.

As the individual departs, they will turn their claim check over to the valet attendant who will return the vehicle to the building's entrance. Retrieval time will be approximately 5-10 minutes (depending on the volume and location of the parking garage.

*Charging*:

Only when requested by the Phillips Collection, will Atlantic Valet charge a service fee for the users of the valet parking.

*Uniforms*:

Valet attendant(s) will be fully uniformed at all times. Our uniform includes black trousers, black shoes, s/s white buttoned down shirt with a blue vest and name tag (for summer) and white buttoned down shirt, black bow tie and blue jacket with an AV logo and name tag (for winter).

*Signage*:

Atlantic Valet will provide a generic valet parking sign which will clearly direct all guests to the appropriate drop-off point.

*Insurance*:

Atlantic Valet will carry legal liability insurance with minimum limits of two million dollars and physical damage to property limits of $100,000.00 with an additional umbrella in the amount of $10,000,000.00. Said insurance shall name hospital as an additional insured and be evidenced by a certificate of insurance. AV cannot be responsible for damage due to theft or vandalism.

*Service Rate*:

Atlantic Valet shall bill each client at a Market rate which will only vary based upon the number of valet attendants required and the length of time of the event. We do impose a four hour minimum for each of our parkers. If the car count is lower than anticipated, AV can often times shift an employee(s) to another location which will reduce the four hour minimum requirement.

*Parking Arrangements*:

As a result of the neighborhood parking concerns, Atlantic Valet will arrange for guest cars to parked in prearranged parking garages/lots. As a result of the traffic congestion in the area, Atlantic will attempt to secure parking in locations which are least affected by the Dupont Circle traffic. We will update the Phillips Collection as these off-site parking garage negotiations proceed. All garage/lot fees will be billed directly to the client.

ATLANTIC SERVICES GROUP, INC.

By: _____ 10/23/00
Martin E. Janis, CEO

CLIENT

By: _____
Richard L. Rottelle, Phillips Collection