



# Seabeck Conference Center

## Group Leader Evaluation

Thank you for choosing Seabeck Conference Center for your recent group event. We hope that you enjoyed your time with us and that our facility met and exceeded your group's expectations and needs. In order to help us improve our facilities and services, please take a moment to fill out this evaluation and return it to us in the enclosed return envelope. The opinions and comments of our guests are important to us.

Group: \_\_\_\_\_

Date of Visit: \_\_\_\_\_

<b>Staff and Administration</b>	<b>Poor</b>	<b>Below Average</b>	<b>Average</b>	<b>Above Average</b>	<b>Excellent</b>
Did our staff adequately assist you with the booking and preparation?					
Did our staff provide assistance with all of your needs during your stay?					
Was our staff responsive and timely to requests?					
Were you provided with warm, friendly service?					
<b>Comments:</b>					

<b>Food Service</b>	<b>Poor</b>	<b>Below Average</b>	<b>Average</b>	<b>Above Average</b>	<b>Excellent</b>
Was our dining room a clean and comfortable atmosphere?					
Please rate the food quality					
Please rate the food portions					
Were additional coffee and food service on time and satisfactory?					
<b>Comments:</b>					

<b>Lodging Facilities</b>	<b>Poor</b>	<b>Below Average</b>	<b>Average</b>	<b>Above Average</b>	<b>Excellent</b>
Did the housing provided meet your needs?					
Please rate the cleanliness of sleeping rooms and bathrooms					
<b>Comments:</b>					

<b>Meeting Facilities</b>	<b>Poor</b>	<b>Below Average</b>	<b>Average</b>	<b>Above Average</b>	<b>Excellent</b>
Did the meeting room(s) fit your needs?					
Was the equipment adequate for your program?					
Please rate the cleanliness of meeting areas					
<b>Comments:</b>					

<b>Grounds and Maintenance</b>	<b>Poor</b>	<b>Below Average</b>	<b>Average</b>	<b>Above Average</b>	<b>Excellent</b>
Were maintenance requests answered promptly and professionally?					
Please rate the overall maintenance of the grounds					
Please rate the overall cleanliness of the grounds					
Please rate the overall maintenance of the buildings					
<b>Comments:</b>					

<b>Overall</b>	<b>Poor</b>	<b>Below Average</b>	<b>Average</b>	<b>Above Average</b>	<b>Excellent</b>
Please rate your group's overall experience					

Would you bring a group back?	<b>Yes</b>	<b>No</b>
Would you recommend us to another group?	<b>Yes</b>	<b>No</b>

<b>Comments:</b>
<b>How can we improve your next visit?</b>
<b>What is something we did particularly well?</b>
<b>How did you hear about Seabeck?</b>

Thank you for taking the time to complete this survey.

Sincerely,  
*The Seabeck Staff*