

LENDER COMFORT LETTER – PROCESSING FEE

Hilton Worldwide typically charges a \$3,000 processing fee for each comfort letter. However, we will waive the fee if the comfort letter is issued as part of a transaction on which we received a franchise application fee. We will discount the processing fee for portfolio loans involving multiple hotels. We will advise you of the exact amount owed, if any, after receiving the request for a comfort letter. The processing fee is not refundable once we issue a draft comfort letter.

If owed, the processing fee must be paid before we will countersign and issue the final comfort letter.

You may make payment by check made payable to the franchisor. The check should be sent to the following address:

Hilton Worldwide
Attention: Nadine Couture, Legal Department
7930 Jones Branch Drive
McLean, VA 22102

You may also send payment by wire transfer. Please be prepared to include your hotel's facility number as well as the Brand and hotel trade name, as follows:

Northern Trust
ABA #071000152
Account # 35099604
Account Name: HLT Domestic Owner LLC
Attention: Lender.Comfort.Letters@hilton.com
Re: LCL Processing Fee for Facility # **INSERT:** #/Brand/Hotel Name

Please send a copy of the wire confirmation to Lender.Comfort.Letters@hilton.com with the reference line: LCL Processing Fee for Facility # **INSERT:** #/Brand/Hotel Name

If you are sending payment from Canada or otherwise from outside the United States, please include the following in the above wire instructions: Swift Code – CNORUS44