

# Aethelmearc Kingdom Event Bid Form

Received:  
Accepted:

Event: \_\_\_\_\_

Proposed Date(s): \_\_\_\_\_

Group(s) Bidding: \_\_\_\_\_

Autocrat(s) (include complete SCA and modern names, addresses, and telephone numbers)

\_\_\_\_\_  
\_\_\_\_\_

Proposed site (name and complete address): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please list the site facilities available for our use (hall, kitchen, # bathrooms, # changing rooms, cabins or camping space, etc.) and size or size limitations; include maps, drawings, pictures, or videotape if desired

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Limitations on site use (alcohol, open flames, times when we will not be able to use some space due to other activities, maximum capacity, site opening and closing time, handicapped accessibility, pets, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Availability of offsite accommodations and services (hotels or crash, grocery stores, gas stations, restaurants or fast food, etc.) and closest major highway

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Head Cook: \_\_\_\_\_

Other staff: \_\_\_\_\_

Estimated amount (or percentage) of the profits to be donated to the Kingdom: \_\_\_\_\_

Please attach a complete Event Budget Worksheet (or comparable information), a draft event announcement, and any supporting documentation that will enable us to best consider your bid. Bids should be sent to the Kingdom Seneschal, the Kingdom Exchequer and the appropriate Royalty for the event. Please contact the Kingdom Seneschal for details on event rotation and bid deadlines.

EXPENSES:

Total site cost: \_\_\_\_\_

Site fee per person: \_\_\_\_\_

Attendance break-even point for site: \_\_\_\_\_

Feast fee per person  
(show breakdown by adult, child, etc.): \_\_\_\_\_

Off board fee: \_\_\_\_\_

Outboard fee: \_\_\_\_\_

Additional expenses (provide details please):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional information about your bid (attach extra pages as necessary):