

Georgia American Legion Bid Proposal Form

1. Location of your bid city proposal: * _____
2. Dates of your conference or convention bid:* _____
3. Meeting room needs: Main hall with a 200 person capacity for Thursday, Friday, Saturday, and Sunday till 1 p.m. Auxiliary hall with a 125 capacity for Friday- Sunday 1 p.m. SAL meeting room for Friday and Saturday with a 75 person capacity.

Bid proposal for meeting rooms is: * _____

4. Banquet meal for Saturday night department legion family. Expected number of attendees is 150. Please highlight as much information on the meal style (buffet or plated), proposed menu, and additional gratuity costs associated with yourel bid.

Bid proposal for the banquet is per person* _____

5. Hotel room rates for an expected 250 room nights for the event. Please note if one hotel or multiple hotels would have to be utilized. Rates should include the standard room rate plus any appropriate add on taxes. Bid proposal should include any complimentary rooms for booking a certain number of rooms.

Bid proposal for hotel room rates plus any complimentary room is* _____

6. Highlight any post or local event that might enhance the Friday night American Legion Family experience. If so, propose a potential site, type event, and the cost per person.

Bid proposal for a Friday evening special event is: * _____

7. Bid proposal forms are due no later than 1 October 2024 to Dale Barnett, 770.715.3853. E-Mail form to dbarnett74@bellsouth.net.