



Request for Proposal

Anchorage Chamber of Commerce 2010 Gold Pan Awards - Decor

Deadline to respond is 5 p.m. on Thursday, August 13, 2010.

Contact:

Anchorage Chamber of Commerce
Attn: Beth Allen
Phone: 677-7111 Fax: 272-4117
events@anchoragechamber.org

The Anchorage Chamber of Commerce is seeking proposals from qualified Anchorage Chamber members to provide décor for the Anchorage Chamber of Commerce 2010 Gold Pan Awards. The winning vendor must be an Anchorage Chamber member in good standing and shall remain so throughout the term of the contract. The Anchorage Chamber reserves the right to refuse any and all proposals. Selection of winning bidder may not be based entirely on monetary considerations. The Anchorage Chamber reserves the right to change or cancel this RFP at any time.

The Anchorage Chamber of Commerce 2010 Gold Pan Awards will be held **September 16, 2010** at the Alaska Center for the Performing Arts. The event is the most prestigious and longest-standing awards given by a business organization in Alaska.

This year's theme is "Branch Out", think: Autumn foliage, fall colors, energetic, but classy

Specifications:

Proposals should include:

- Overall decorations for the reception area and Discovery Theater, including but not limited to table decorations and stage décor and sponsor recognition
- Entertainment for reception following Awards
- All lighting, audio, and video equipment rental and coordination, including but not limited to:
 - Stage lighting (vendor will work in conjunction with the Alaska Center for the Performing Arts)
 - All decorative lighting
- Cost, including coordination, set up, clean up/strike, materials and labor.

If you have any questions, please call Beth Allen at (907) 677-7111.

Proposals must be received at the Anchorage Chamber of Commerce office at 1016 W. Sixth Avenue, Suite 303, Anchorage, AK 99501, faxed to (907) 272-4117 or emailed to events@anchoragechamber.org.
Late submissions will not be considered.