



EXHIBITION PARK
"Expect the Best"

EXHIBITION PARK

3401 Parkside Drive South
Lethbridge, Alberta T1J 4R3
Phone: 403 328-4491 Fax: 403 320-8139
www.exhibitionpark.ca

Lethbridge & District Corporation (Exhibition Park) NOTICE FOR REQUESTS FOR PROPOSALS (RFP) For A/V Production Services

Lethbridge & District Exhibition Corporation (Exhibition Park) is a non-profit community organization providing programs, events and services to Lethbridge and Southern Alberta in support of its' mandate.

As a fully operational corporation, Exhibition Park requires a wide range of services in the area of sound audio, visual, technician staffing and production services.

The contract holder will provide exclusive service to all Exhibition Park programs, events and services when required. Some exceptions may apply.

RFP information can be found on www.exhibitionpark.ca

Deadline for applications is **October 1st, 2010** at 4:30 p.m.

Please address proposals to:

Nevis Goruk, Coordinator, Facility Rentals/Entertainment

3401 Parkside Drive South, Lethbridge, Alberta T1J 4R3

nevis@exhibitionpark.ca Tel. 403-317-3211 Fax 403-320-8139

RFP DETAILS:

Exhibition Park hosts and coordinates several major events yearly and overall hosts 900 events through facility rentals. Note: Not all events will require a/v production services.

The successful RFP application will include the following:

- 1) A listing of the company equipment/production/backline;
- 2) A listing of past events and activities with references;
- 3) Cost of retail rental services;
- 4) Cost of the Not for Profit rate and any additional bonuses in relation to being awarded the contract.

Term:

This contract agreement will be for a minimum one year, commencing on November 1, 2010, to a maximum of three years, based on negotiations.

Decision:

October 12, 2010