

**Bid Approved**  
  
 Official Use Only

**Starkhafn Event Bid Form (Printable)**

*Fill out Event Bid form and send it to the Seneschal.*

PLEASE TYPE OR PRINT CLEARLY

**Name of Event:** \_\_\_\_\_ **Date of Event:** \_\_\_\_\_

**Person(s) Placing Event Bid:**

Proposed Event Staff	SCA Name	Legal Name	Contact Info (phone & e-mail)

**Event Description:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Site Information:**

Site Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Site Contact Person: \_\_\_\_\_  
 Site Phone/E-mail: \_\_\_\_\_

- |  |  |   |  |
|--|--|---|--|
| <input type="checkbox"/> Handicap Access   | <input type="checkbox"/> Ample Parking   | <input type="checkbox"/> On-Site Kitchen Access   | <input type="checkbox"/> Max Capacity        |
| <input type="checkbox"/> Royal Rooms       | <input type="checkbox"/> Area for Court  | <input type="checkbox"/> Additional Rooms         | <input type="checkbox"/> Bathroom facilities |
| <input type="checkbox"/> Alcohol Permitted | <input type="checkbox"/> Fire Permitted  | <input type="checkbox"/> Pets Permitted           | <input type="checkbox"/> RV Hook Ups         |
| <input type="checkbox"/> Outside Fighting  | <input type="checkbox"/> Indoor Fighting | <input type="checkbox"/> Bardic Area / Dance Area | <input type="checkbox"/> Equestrian Area     |

**Site Description:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Proposed Budget:**

Event budget items *MUST* be pre-approved by the Baronial Financial Committee.

**Expenses:**

Deposit for Site:	\$ _____	Is Deposit Refundable? Y / N
Site Cost (without the Deposit):	\$ _____	
Budget Estimate for food	\$ _____	
Budget Estimate for Site Tokens	\$ _____	
Budget Estimate for Decorations	\$ _____	
Budget Estimate for Printing	\$ _____	
Budget Estimate for Prizes	\$ _____	
Budget Estimate for _____	\$ _____	
Budget Estimate for _____	\$ _____	
Budget Estimate for _____	\$ _____	
Budget Estimate for _____	\$ _____	

**Total Budget Estimate for event:** \$ \_\_\_\_\_

**Proposed Income Sources:**

**Fees:**

Site Fee:

_____ members at	\$ _____
_____ child members at	\$ _____
_____ non-members at	\$ _____
_____ child non-members at	\$ _____

Estimated Attendance \_\_\_\_\_

Feast Fee:

_____ adults	\$ _____
_____ youth	\$ _____
_____ children	\$ _____

Number Limit for feast \_\_\_\_\_  
 Number Limit for off board \_\_\_\_\_

Other Income:

_____	\$ _____
_____	\$ _____
_____	\$ _____

**Total Estimate Income:** \$ \_\_\_\_\_

**Fund Raisers:**

Who was in charge? \_\_\_\_\_

What form will it take? \_\_\_\_\_

For what is the money being raised? \_\_\_\_\_

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Applicant	Date	Baronial Officer	Date Received
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