

# MONTANA HIGH SCHOOL ASSOCIATION

1 South Dakota Avenue  
Helena, MT 59601  
(406) 442-6010 / FAX (406) 442-8250

## State Tournament/Meet Invitation Bid Form

EVENT: \_\_\_\_\_ (Include Class) \_\_\_\_\_ Location \_\_\_\_\_ Tournament Date \_\_\_\_\_ 20\_\_\_\_

We hereby submit an invitation to host the above listed tournament:

### 1. Financial Considerations:

a. Administrative Expenses [Itemize fully unless it is a package bid]:

Administrative expenses (if any) are normally for the following: printing tickets, one scorebook, one set of nets, advertising, signs, postage, telephone, clerical, scorer and timer.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ **Total (Item a.) \$ \_\_\_\_\_ \***

b. Use of Facilities Expenses (or rental) [Itemize fully unless it is a package bid]:

Use of facilities expenses (rental) normally include all charges, if any, for the following: custodial service, utilities, ticket sales, ticket takers, door guards, ushers, parking attendants, police, first-aid, locker room and towel service.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ **Total (Item b.) \$ \_\_\_\_\_ \***

**Total Charges (Items 1a and 1b) or Package Bid \$ \_\_\_\_\_ \***

### 2. General Information:

a. Description of facility--seating capacity, dressing rooms, shower rooms, concession area, parking areas etc.

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

b. Crowd handling facilities -- (How adequate are community housing and eating facilities.) Explain.

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

### 3. Advertising Agreement:

It is agreed that no banners, posters, commercial boards, electronic reader boards, lighted boards, audio announcements or any other mode of advertising will be utilized by the facility during this event without prior MHSA approval.

**\*Host site is not guaranteed its expenses. MHSA will not underwrite any loss.**

Name of person submitting this bid: *(please print)* \_\_\_\_\_

By: \_\_\_\_\_ For: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature Facility

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email: \_\_\_\_\_

If applicable, please list the facility's **seating capacity** for hosting **THIS EVENT**: \_\_\_\_\_