

CNCA Assembly Bid Form

revised: 9/17

Which Assembly: 2022 Election Assy on Nov 5 Host District: District 90

Proposed Date: Nov 5, 2022 Proposed Site: Ulatis Community Center, Vacaville, CA

Address: 1000 Ulatis Drive, Vacville, CA Deposit required 200.00 By (date) 07/01/22

Describe the facility (including parking) Are break-out rooms available? (Especially for summer Assembly)
 CNCA has used this facility before for the 2019 Post Conference Assembly. Dedicated parking lot.

Wheelchair accessible throughout? Inspected by Assembly Coordinator? _____ Previous site?

	Estimate (Bid)	Actual
Basic cost of site: Saturday 6AM-6PM	4527.25	
Additional costs:		
Tables, chairs, (if extra).....	incl	
Kitchen.....	incl	
Trash disposal	incl	
Set-up and tear-down.....	incl	
Early Entry <small>no previous day entry</small>		
Stage or dais.....	incl	
Food* <small>Based on Guidelines below</small>	2000.00	
Coffee*	100.00	
Decorations (estimate \$100)	100.00	
Paper goods (estimate \$100).....	100.00	
Other		
Fixed additional costs:		
Site Insurance: (No charge from CNCA)		
ASL for Post Conference: (Approx. \$700.00)		
Totals (exclude refundable deposit)	6827.25	

Date submitted to the Area Committee: 06/25/22

Attendance: Pre-Conf. 450 (plus 150 attend 1/2 day Sunday), **Election 400, All others 300-350** Check with Assembly Coordinator for help estimating attendance, especially in outlying districts.

Note: *Food: \$5.00 per person, except 2-day Pre-Conf. is \$5.50 per person.
 * Coffee: \$100.00 for 1-day Assembly; \$150 for 2-day Assembly

Please complete the left hand column prior to bid. After the assembly complete right hand column and submit to Treasurer.