

10/3/2018

To Whom It May Concern,

The Lapeer County 4-H Livestock Committee is accepting bids for the services of catering of the annual 4-H and FFA Livestock Auction Buyer's BBQ Luncheon at the Eastern Michigan Fair. If you would like to submit a bid for catering services please see the Catering Services Proposal, which details the expectations of the Lapeer County 4-H Livestock Committee. Please provide a proposal, including a possible menu, to the Lapeer County 4-H Livestock Committee no later than close of business on March 10th, 2019. The committee will review all submitted proposals at our March 2019 meeting (weather permitting). If you have questions or concerns, please feel free to contact myself or the committee president, Liz Schapman.

Thank you for your consideration.

Sincerely,

Lapeer County 4-H Livestock Committee

Michelle L. Peel, Secretary

810-614-0427

curellmi@hotmail.com

Liz Schapman, President

586-531-5583

Shapmanliz28@gmail.com

Catering Services Proposal

Please submit proposal and menu no later than March 10th, 2019.

Proposals can be mailed, emailed or hand delivered.

Client's Name: Lapeer County 4-H Livestock Committee

Client's Address: C/O MSU Extension 1800 Imlay City Rd #1, Lapeer, MI 48446

Client's Phone: 810-667-0341

Client's Email: george92@msu.edu

Service Location: Walker Memorial Barn Eastern Michigan State Fairgrounds, Imlay City, MI

Service Date: July 25th, 2019

Service Time: noon-2p.m.

Catering proposal should include service for 300 to include 1-2 meats, 2 or more sides, buns (optional), sauce, over sight of service, serving and chafing trays and delivery to the fairgrounds on the date of the Buyer's BBQ Luncheon.

The committee will provide:

- Persons to set-up and clean up the serving and seating areas.
- Persons to assist in buffet style serving.
- Dessert as well as drink service.
- All paper products and table wear.
- Entrance to the fair for the purpose of delivery on the day of the Buyer's BBQ Luncheon.
- The committee shall not pay the caterer for any extra costs that the caterer may have for travel, meals, and entrance into the fair in addition to all other costs in order to complete the stated contract.
- The caterer will be paid in full on or before the date of service unless otherwise specified in the caterer's contract.
- The caterer shall indemnify and hold the committee, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, or losses arising out of or in connection with the performance of this agreement.

Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Issued in furtherance of MSU Extension work, acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture. Thomas G. Coon, Director, MSU Extension, East Lansing, MI 48824. This information is for educational purposes only. Reference to commercial products or trade names does not imply endorsement by MSU Extension or bias against those not mentioned.