



**Gunnedah and District Chamber
of Commerce and Industry Inc.**
ABN: 14 373 864 881
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EXPRESSIONS OF INTEREST INVITED

**Gunnedah Business and Services Awards Gala Event
Friday August 10, 2018**

The Gunnedah Chamber of Commerce is excited to host the 2018 Gunnedah Business and Services Awards Gala Event on Friday August 10, 2018 at the Gunnedah Town Hall. Each year, the Chamber hosts over 250 guests at the event, with a focus on recognising and celebrating excellence in local business, industry, and innovation.

The Gunnedah Business and Service Awards Sub Committee are now inviting Expressions of Interest for the following products and services:

1. Catering Services

Specifications:

- The design and supply of a dessert bar for approximately 250 guests.
- The design and supply of approx. 25 entree grazing boards (one board per table).
- Please submit your menu plan, along with a quote (price per head) and copy of your current insurance to chamberbusinessawards@gunnedah.org.au.

2. Trophy and Certificate Services

Specifications:

- Approximately 17 free standing trophies are required including engraving services for award winners.
- Approximately 50 A4 certificates are required including design and print for category finalists. Certificates must be a minimum of 210gsm.
- Please submit 2 examples of trophies, along with an itemised quote to chamberbusinessawards@gunnedah.org.au.

3. Event Sound and Lighting Services

Specifications:

- The provision of full event sound and lighting services suitable for a gala event inclusive of stage microphone, spot lighting, two (2) roving microphones, atmospheric music, and full technical support.
- Experienced sound and lighting professionals need only apply.
- Please submit an itemised quote along with two references to chamberbusinessawards@gunnedah.org.au.

CLOSING DATE: Acceptance of Expressions of Interest will close at **5pm on Friday July 6.**

EVENT CONTACT:

Lisa Davis

Event Manager, 2018 Gunnedah Chamber of Commerce Business and Services Awards

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