

## Prospera Business Network & The Montana Women's Business Center Prosperity Party Fundraiser Catering Request for Proposal

**Event Date: Thursday, September 29, 2022**

**Proposal Due Date: March 2, 2022**

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### **Event Overview:**

The Prosperity Party is Prospera's largest fundraiser celebrating prosperity and paying it forward. A portion of the proceeds from the event fund the Montana Women's Business Center Impact Grant - supporting women across Montana in their business ventures. Event information can be found [here](#).

### **Logistics:**

Date: September 29, 2022

Time: 6:00 pm - 9:00 pm

Location: The Emerson, Bozeman, MT

Attendee Count: 200

Budget: \$6,500

### **Catering Scope:**

- The goal of the provided food is for each guest to leave feeling satisfied and not hungry. We are open to providing this through heavy appetizers, stations, buffet, etc.
- Food would be available from 5:45 pm - 8:00 pm, followed by dessert.
- Include appetizer plates for sponsorship tables (roughly 20-25 tables) of 8 people at each table
  - 1 plate per table
- Include a simple dessert option
- Prospera is absolutely willing to work with an in-kind agreement for any amount above our budget for the caterers Prospera membership or sponsorship of the event. Sponsorship opportunities can be found [here](#).

### **Membership**

Prospera strives to work and support its members. We require that the chosen caterer be a member of Prospera at the time of signing the contract. You can find membership details [here](#).

### **Submission:**

Please submit a menu proposal with overall price, including staffing, gratuity, service fees, etc. Submit Proposal to both emails below.

**Contact: Kris Bart & Rachel Hinkle**

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