



# REQUEST FOR PROPOSAL

\*Indicates required information

\*Type of event \_\_\_\_\_

## WHICH PROPERTY?

- Grand Casino Mille Lacs  
777 Grand Avenue  
Onamia, MN 56359  
800-626-5825 ext. 0  
email RFP to:  
GCMLConventionSales@grcasinos.com
- Grand Casino Hinckley  
777 Lady Luck Drive  
Hinckley, MN 55037  
877-447-2631 ext. 3  
email RFP to:  
GCHKConventionSales@grcasinos.com

\*Date of event \_\_\_\_\_

2<sup>nd</sup> choice \_\_\_\_\_

3<sup>rd</sup> choice \_\_\_\_\_

Date flexible?      **Yes**      **No**

## PRIMARY CONTACT

\*First name \_\_\_\_\_

\*Last name \_\_\_\_\_

\*Title \_\_\_\_\_

\*Address \_\_\_\_\_

\*Phone \_\_\_\_\_

\*Email \_\_\_\_\_

## INDIVIDUAL/ORGANIZATION/COMPANY INFORMATION

\*Name \_\_\_\_\_

\*Event name \_\_\_\_\_

\*Address \_\_\_\_\_

\*City \_\_\_\_\_

\*State, Zip \_\_\_\_\_

## TELL US ABOUT YOUR EVENT

fill in as much as you can in the boxes below

### FUNCTION/MEETING NEEDS

Please include number of meeting rooms needed, set-up for each room, number of attendees, and start/end times.

\_\_\_\_\_

### HOTEL NEEDS

Please include number of hotel rooms needed per night, smoking and nonsmoking, and if individual pay or company pay with room list.

\_\_\_\_\_

### CATERING NEEDS

Please include information for all meals, breaks, and beverage service for meetings.

\_\_\_\_\_

### AUDIO/VISUAL NEEDS

\_\_\_\_\_

## COMMENTS

\_\_\_\_\_