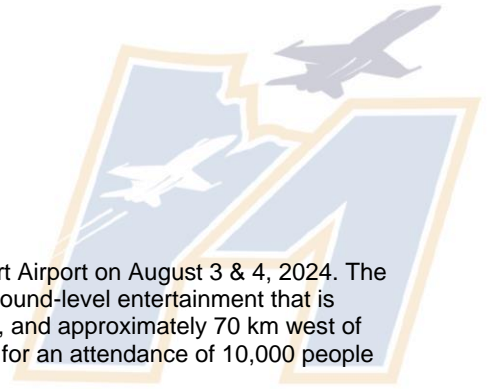


## REQUEST FOR PROPOSAL: BEER GARDENS OPERATIONS



Southport Aerospace Centre Inc. is set to host the Manitoba Airshow at Southport Airport on August 3 & 4, 2024. The Manitoba Airshow will feature aerial performances, static aircraft displays, and ground-level entertainment that is suitable for all ages. Southport Airport is located 3 km south of Portage la Prairie, and approximately 70 km west of Winnipeg on the Trans-Canada highway. The organizing committee is preparing for an attendance of 10,000 people per day.

We are asking for an expression of interest and a proposed cost-sharing model for the Beer Gardens operation.

### Southport Aerospace Centre Inc. shall be responsible for:

1. Provide a fenced area allocated for the Beer Garden venue, a large tent (30' X 90'), tables, chairs, garbage and recycling receptacles, and washrooms for a maximum of 200 beer garden attendees per hour.
2. Acquiring and supplying the \$1,000.00 Community Festival liquor license from Manitoba Liquor and Lotteries, with the chosen Beer Garden Operator listed as a supplementary license holder.
3. Determining the alcoholic and non-alcoholic beverage selection.
4. Designating set pricing for beverage selections, to allow optimal revenue generation for both parties (no less than a 60% mark-up on cost of goods).
5. Supplying all marketing-related materials and signage.
6. Providing two Manitoba Airshow volunteers to check attendee identification at the Beer Gardens entrance, and to ensure venue operation standards are met.
7. Escorting Beer Gardens operator during the purchase and transportation of alcohol inventory.

### The Beer Gardens' Operator shall be responsible for:

1. Abiding by all rules listed on the Manitoba Liquor License.
2. Provide appropriate security personnel and volunteers with proper Smart Choices certification to operate and oversee all Beer Garden activities, except identification checking at the entrance.
3. Set up and clean-up of the tables, chairs, garbage, and recycling receptacles.
4. Providing a source for keeping beverages at an appropriate serving temperature (such as a reefer truck or large-scale lockable cooler system).
5. The purchase, acquisition, storage, and return of all alcoholic and non-alcoholic beverages.
6. Coordinate with Manitoba Airshow Site Services to manage garbage and debris within the Beer Garden perimeter, and the removal of all garbage and recycling from the site.
7. Providing a **cashless** point-of-sale device (such as a Square or Clover stand-alone POS device) and providing sales analytics to Manitoba Airshow Inc. after the event for agreed revenue-sharing.
8. Providing Manitoba Airshow Inc., revenue sharing of **at least 30%** to recoup facilities and licensing costs.
9. Obtain operational insurance for Beer Garden area management.

Interested parties must submit the attached **Letter of Interest** outlining volunteer commitment, a revenue-sharing proposal, and general information about their organization. The successful organization shall be chosen by the Manitoba Airshow administration committee based on these criteria.

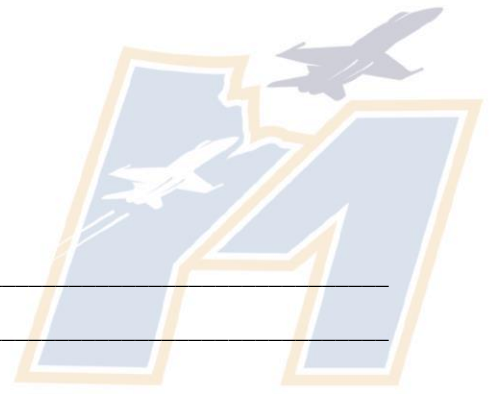
This is a great fundraising opportunity that will be an excellent addition to the Manitoba Airshow. As the operation of the Beer Gardens is considered a separate fundraiser, the successful organizer will not be included in the donations made to volunteer groups if net proceeds from the Manitoba Airshow are made.

All completed **Letters of Interest** must be submitted via email to Amber Onufreychuk ([aonufreychuk@southport.ca](mailto:aonufreychuk@southport.ca)) by Wednesday, March 20, 2024, by 12:00 pm.

Sincerely,

Amber Onufreychuk  
Member, Administration and Volunteer Committee  
Manitoba Airshow 2024





## LETTER OF INTEREST

Organization Name: \_\_\_\_\_

Primary Contact Name/Role: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website (If Applicable): \_\_\_\_\_

Organizational Classification:

- Non-Profit, Unincorporated
- Non-Profit, Incorporated
- Charitable Organization Recognized by Canada Revenue Agency
- For-Profit Community Organization
- For-Profit Business

Please outline your organization's Vision, Mission, and Mandate:

How does your organization benefit the Southport and the surrounding Central Plains Region?

How many volunteers is your organization able to commit to managing the Beer Gardens during the Manitoba Airshow from August 3-4, 2024?

\_\_\_\_\_

Proposed revenue sharing percentage for the operation of the Beer Gardens (Min. 30%): \_\_\_\_\_

