

GMCFI Site Selection Information Sheet

State _____

Location _____

Address _____

Contact _____

Telephone _____ Email _____

Website _____ Referred by _____

Questions? Contact Kimberlea Weeks, Convention Manager, GMC Motorhomes International
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CAMPING

Number of campsites available? _____

Length of campsites (can we double up if necessary?) _____

If doubled up, are enough electrical plug ins avail? _____

Full hookups? _____ Number available? _____

Water and Electric only sites? _____ Number available? _____

Amperage (50/30/20 amps?) of elect hookups and how many? _____

Electric only sites? _____ Number available? _____

Dump stations? _____ How many and how accessible? _____

Are showers available? _____ How many? _____

How near the camping area? _____

Is wireless Wi-Fi available? _____

If not, is phone line for DSL or cable avail for internet connections? _____

Are pets allowed? _____ What are rules? _____

Are campfires allowed? _____ Cabins on site or close by motels? _____

What are the streets, drive ways, site parking....paved? gravel? grass? If grass, are they firm, high and dry?

GMCMC Site Selection Information Sheet – Page Two

BUILDINGS

Main Area

One large area or separate building for breakfast and dinner servings (also used for some seminars). Large enough to seat 2 people for each registration at tables. Tables ideally are spaced in rows on 8' centers, but that can be less if space is at a premium. Plan on an average of 7 people per 30" x 8' table (assuming two tables together), plus an area to put up our breakfast serving and freezer/coolers and bulletin boards. The main area would ideally have a kitchen to prepare coffee, but if no kitchen, must at least have a source of drinking water (hot preferably) and a drain for gray water (sinks). This area MUST also have an electrical source for 100 amps, and 220V for our big coffee brewer. If hot water is not available we can use our water heater. Worst case, we can string power, water, and drains from nearby (a) nearby full hookup campsite(s) if enough power is available. Rest rooms are almost mandatory in this area/bldg, or must at least be very close by.

Second Area

One area or separate building for seminars and hopefully general meetings. Need enough room for a small stage and 2 chairs for every registration ideally. We can make do with a room big enough for seminars only (100 chairs), and have general meetings and church in main bldg. Need rest rooms in this area or very close by.

Third Area

A third area is highly desirable for crafts, card playing, etc. It should be 4,000 sq ft or larger, but anything is better than nothing. Rest rooms are a nice bonus.

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BUILDINGS continued

OFFICE

We need to have an area to set up an office that is readily accessible, ideally in the main building. We also need a place to store the crates, ideally in the main bldg, but anywhere close by is acceptable as long as we have a way to get them to/from the main building.

OTHER

Are tables and chairs available on site or do we need to rent from an outside company? _____
Need approx 75 tables, 525 chairs (smaller second area), or 825 chairs (second area large enough for general meetings) for 200 registrations. Add/delete 2 (or 4 – second scenario) chairs and 2/7ths of a table per registration over/under 200.

CRATE STORAGE

It is a very big bonus if inside storage is available for our crates prior to and/or after the convention (20 crates of approx. 4' x 4' x 4'). Could they store them for about 5 months between our conventions? _____
If so, what would be the fee for doing that? _____

Do they have a forklift and loading dock to unload and load a truck? _____

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COSTS

What is the cost per campsite per night? _____

Charged only for actual site/nights used based on daily count? _____

Any break for workers/convention mgr/board member early sites? _____

Approx 5 workers, including conv mgr, come in the Sunday before the convention.

13 board members, 2 early nights _____

Can we get in the buildings a week early for setup? _____ Cost? _____

Are the buildings free or do they charge a rental? (Per day? Per rally?) _____

Are table and chairs included free or what is the rental charge? _____

Caterers – can we use outside caterers or must we use the campground /fairground authorized caterers?

Does campground get a percentage? _____

Wiring into breaker panels & water/drain taps...can we do that or do we need to hire their people? Cost?

Janitorial or trash pick up fees? _____

Cost for forklift services? _____

What are the state/governmental/usage tax rates? _____

Any other fees or costs? _____

