



Introduction

The Barbershop Harmony Society is the largest male singing organization in the world with over 21,000 members in the United States & Canada. Our annual International Convention draws over 7,000 attendees from around the world for a week-long celebration of barbershop harmony.

Purpose

We are soliciting bids from interested cities to host our 2021, 2022 or 2023 International Conventions.

Convention Dates for Bid

June 27 – July 4, 2021

July 3 – July 10, 2022

July 2 – July 9, 2023

Future Conventions

2017 – Las Vegas, NV

2018 – Orlando, FL

2019 – Salt Lake City, UT

2020 – Los Angeles, CA

Room Block Pick Up Pattern

2,200-2,800 sleeping rooms on peak (depending on host city & auditorium capacity)

Sunday 10%

Monday 40%

Tuesday 80%

Wednesday 90%

Thursday 100%

Friday 100%

Saturday 100%

Sunday 10%

History

Our 1st International Convention was in 1939. We have held an International Convention every year since then. Our 75th annual convention was 2013 in Toronto. Here is our history from our recent conventions:

2010 Philadelphia, PA: ~8,400 attendees / ~2,800 peak sleeping rooms sold

2011 Kansas City, MO: ~6,100 attendees / ~2,400 peak sleeping rooms sold

2012 Portland, OR: ~6,000 attendees / ~2,000 peak sleeping rooms sold

2013 Toronto, ON: ~6,400 attendees / ~2,000 peak sleeping rooms sold

2014 Las Vegas, NV: ~7,200 attendees / ~2,900 peak sleeping rooms sold

2015 Pittsburgh, PA: ~6,000 attendees / ~2,000 peak sleeping rooms sold
2016 Nashville, TN: ~8,000 attendees / ~2,300 peak sleeping rooms sold

Contact Information:

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Ideal Host City

Our ideal host city has 2,200+ committable sleeping rooms within walking distance of a theater/performing arts center that can hold a capacity of 5,500+ attendees. 6,000+ seats are desired.

If a theater/performing arts center is not available, we are able to use an arena or other tiered performing venue (not as desirable). However, we would need a smaller acoustic venue (2,000+ seat performing arts center or theater) to utilize on Tuesday-Thursday of the week in addition to the main venue.

Fundamental Requirements of the Host City

1. From 2,200-2,700 sleeping rooms on peak nights (number depends on central location of host city and auditorium capacity), in first-class hotels, preferably within walking distance of the contest venue.
2. A headquarters hotel, with adequate function space (60,000 sq feet+), which will commit all function space and at least 80% of the total sleeping rooms available (600+ committable rooms is desirable).
3. A suitable contest venue with requirements outlined later in this document
4. A ballroom for our registration area in or nearby the headquarters hotel (25,000 sq foot minimum)
5. The availability of sightseeing and recreational activities.
6. A cooperative and supportive convention bureau.
7. Easy accessibility for a majority of Society membership via Int'l airport and highway system.

CONTEST SITE

1. An auditorium with tiered seating is preferred, but arenas or other venues will also be considered.
2. Must seat a minimum of 5,500 people with full front view of the stage. 6,000+ seats desired.
3. Must be acoustically suitable for barbershop singing. An acoustical evaluation by the Society's sound consultant may be required after the bid is submitted.
4. Should have dressing room space (or equivalent space) for quartets (up to 3 at one time) and rooms for quartet warmup and production offices.
5. Must have reserved seating capabilities. Ticketing will be through the Society registration process as a private event.
6. Must have space enough for our staging (72' wide, 40' deep and 4' high with an 8' wing on each side of the stage).
7. Noise factors (air handlers) within the auditorium must be low.

*Contest Site will move-in on Sunday & Monday of the convention week, with events Tue-Sat. We will move out of the contest site on Saturday evening.

HOTELS

1. 2,200 to 2,700 sleeping rooms are required on-peak. Double/doubles are most requested, since many attendees bring their family.
2. We are a **very** rate sensitive group. All of our attendees are on their own for their hotel (generally, a family vacation for them).
2. Headquarters hotel must commit 80% of available sleeping rooms (and a total of 600+ committed sleeping rooms is most desirable). In exchange for selection as headquarters hotel, the hotel is expected to provide complimentary accommodations as outlined in the Headquarters Hotel Contract, copy attached.
3. The bid packet submitted must include a signed contract from each hotel intended to be included in the hotel block. Any negotiation on contractual terms between any hotel and the Society should be completed prior to the time the bid is submitted.
4. All hotels included in the bid should prepare and submit, for inclusion in the Official Bid Form, the signed BHS Hotel Contract, the Advance Hotel Agreement and the Hotel Data Sheet included in this package.

SIGHTSEEING ATTRACTIONS

Since our annual conventions are, in many instances, family vacations, sightseeing and attractions of the host city have become important. The arrangements for these tours are made through the Society office.

CONVENTION BUREAU

1. Obtains room block commitments from hotels and supplies current hotel convention room rate schedules and special facilities (e.g., pool, parking, etc.).
2. Operates housing bureau for the convention at no charge to the Society or its members. All convention housing arrangements are to be handled by the housing bureau.
3. Provides literature and photographs for advance publicity.
4. Provides literature and maps for registration desk and information booth.
5. Furnishes airport limousine, taxi and bus fare information.
6. Furnishes hotel and auditorium parking information (including rates).
7. Provides a listing of restaurant facilities and hours of operation.
8. Aid in local advance publicity.
9. Assists local committee in determining what services are available to assist those attendees that have disabilities, reference the Americans With Disabilities Act.
10. Coordinate financial assistance package to the Society to ensure payment to the Society within 60 days of the conclusion of the convention.

CONVENTION BID PROCESS

Selection of the convention site is made by the Society Chief Executive Officer, based upon the recommendation of the Director of Meetings & Conventions.

In order to be complete, the bid must be accompanied by the following supporting documents:

- A. Letter from each of the proposed hotels, setting forth these items:

1. Number of rooms the hotel will commit to the convention, proposed sleeping room rates, percent of rack rate and projected annual increase (not to exceed 3 percent). This information is contained in the Advance Hotel Agreement.
2. Commitment of the hotel's entire compliment of function space for headquarters hotels and a commitment for ballroom function space for non-headquarters hotels for the period of the convention, until such time as a specific program has been formulated.
3. Agreement to the provisions of the applicable BHS Hotel Contract which will serve as the sole agreement between Hotel and BHS.
4. Signed Hotel Contracts (with all terms final).

B. Letter from the convention bureau giving:

1. Proposed dates in city's convention calendar.
2. Commitment to providing housing bureau services at no charge.
3. A summary of the room commitment by hotels showing proposed convention rates, percent of rack rate and distance from the proposed headquarters hotel and contest site.
4. Services which will be provided to the convention by the convention bureau (personnel, services, etc.).
6. Details of a proposed financial assistance package.

C. Letter from proposed contest site giving:

1. Basic rental cost, if any, of the auditorium/arena and associated facilities, if any.
2. Current labor rate structure for stagehand, ushers, spotlight operators, sound men, etc.
3. Itemized list of miscellaneous costs.
4. Agreement to hold proposed convention dates pending site selection decision.

THE COMPLETED BID FORM AND SUPPORTING DOCUMENTS MUST BE RECEIVED AT THE SOCIETY OFFICE NO LATER THAN DECEMBER 1, 2016.

Finalist Cities will be selected by January 6th, 2017.
Conventions will be awarded by Q2, 2017.

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