

Host Bid Package

BC Cup - Long Track

Event Host Information

- Competition to take place over 1 day (Saturday)
- Academies to take place over 1 day (Sunday)
- Proposed dates would be December 14-15, 2019
- 4 hours of practice time ice required on Friday December 13 at no cost to participants

Bid Process

- Expression of interest to chris.acton@bcspeedskating.ca by March 31, 2019
- Completed applications to chris.acton@bcspeedskating.ca by April 15, 2019

Host Application

Applications must include the following information:

1. Name and contact for host club/local organizing committee (LOC)
2. Name and contact for Meet Coordinator
3. Previous long track competitions hosted by your club/community
4. Venue Requirements (Saturday)
 - Track size is 400m oval or 333.3m oval minimum
 - What is your spectator capacity
 - Safety mat coverage to meet SSC standards
 - Athlete warm up area and marshalling area
 - Medical/first aid room
 - Change rooms
 - Will there be space for warming shelters and washrooms for spectators, officials, coaches and athletes?

Venue Requirements (Sunday)

- Academy ice for 8 hours
- Dedicated change rooms
- Safety mat coverage to meet SSC standards for training
- Access to physical training area (weight room/gym/track)
- 1 large (up to 50 people) meeting space for 8 hours
- 3 x medium (15 – 30 people) meeting spaces for 8 hours

5. Medical Personnel (Saturday only)

- 2 individuals available for all competitions (including warm up)
- The professional requirements of the first aid attendants could be:
 - Medical Doctor
 - Paramedic
 - Occupational First Aid (Level 3)
 - Sport Therapist

6. Hospitality

- Please identify a preferred hotel
- What is the distance from the hotel to the competition venue
- Transportation to/from airport and to/from hotel and venue must be provided to all out of town officials on competition day. Please indicate your plans to meet this requirement.
- Transportation to/from airport and to/from hotel and venue must be provided to all out of town workshop leaders on Sunday
- A selection of beverages and snacks plus a full lunch must be provided to all officials on competition day. Please indicate your plans to meet this requirement.

7. Equipment Requirements (Saturday only)

- Electronic timing equipment (photo finish mandatory)
- Use of the meet manager program
- Access to all standard equipment needed to run a competition of this level

8. Officials (Saturday only)

- BCSSA will assign 1 referee, 1 starter and 1 recorder to this competition
- BCSSA will assign a Technical Representative to this competition
- LOC is responsible for all other officials required to run the competition
- Please indicate any local officials that you may invite to serve in the following roles:
 - Chief Timer
 - Clerk of the Course
 - Chief Corner Steward
 - Chief Line Judge
 - Assistant Referee (1 required)
 - Assistant Starter

9. Preliminary Budget

- Please provide a forecast of all potential expenses for this event

- Outline any local sponsorship plan/package including any local grants and amounts anticipated to be received
- Outline any fundraising ideas you have planned and amounts anticipated to be received

10. Public Relations Plan

- Outline any public relations or publicity plans you have for the event
- Provide strategies to promote attendance