

# Host Bid Package

## BC Long Track Provincial Championships

### Event Host Information

- Competition to take place over 2 days
- Proposed dates would be January 25-26, 2020
- 4 hours of practice time ice required on Friday January 24 at no cost to participants

### Bid Process

- Expression of interest to [chris.acton@bcspeedskating.ca](mailto:chris.acton@bcspeedskating.ca) by March 31, 2019
- Completed applications to [chris.acton@bcspeedskating.ca](mailto: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
  - 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?
5. Medical Personnel
  - 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. Please indicate your plans to meet this requirement.
- A selection of beverages and snacks plus a full lunch must be provided to all officials on each competition day. Please indicate your plans to meet this requirement.

#### 7. Equipment Requirements

- 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

- 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 (2 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

#### 11. Awards and Ceremonies Plan

- Medals will be awarded to the overall winners in each age group
- Please outline your plan for when and how you will present the medals
- Medals will be provided by BCSSA