

**Application to Host**

**2019 STARSkate & Adult Championships**

**Deadline Date: January 22, 2018**

**CONTACT:**

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**APPLICATION TO HOST**

**Section Hosted Events**

Each season Skate Canada: Alberta-NWT/Nunavut (the Section) will plan, organize, and host the following competitions:

* Sectional Championships
* Mountain Regional Synchronized Skating Championships
* STARSkate & Adult Championships

These events are considered to be the premier events for CompetitiveSkate, SynchroSkate, STARSkate and AdultSkate within the Section. The locations of Section hosted competitions are determined by a bid process. Bids are submitted by potential host clubs to the Section Competition Sub-Committee who recommends the location to the Board for final approval.

**Important Items to Note:**

* The Section retains all decision-making and financial responsibility for the events
* The Host Club must provide a Local Organizing Committee that will be responsible for securing the volunteers required to prepare and execute the event
* The Host Club is provided a hosting grant of $5000 in exchange for securing the facility and ensuring the full complement of volunteers is met. The club will be permitted to participate in additional fundraising opportunities (ex. raffle table, 50/50, etc.)

**Officials Stand (Refer to page 5 for diagram)**

In submitting a bid for a Section hosted event, the applicant club is confirming there is sufficient space to accommodate the following dimensions for the officials stand for each rink:

* a 40 foot long platform close to board height
* platform is to be 4 to 5 feet deep with 4 to 5 – 8’ long by 18’ deep tables
* glass must be removed in front of the panel for the Judges Stand and at ice entry and exit
* the facility must meet the electrical requirements for the officials stand: 3 separate electrical circuits are required
* A direct line/connection for internet that can be accessed by both rink surfaces is required

**Volunteer Recruitment Responsibilities**

It is the host club’s responsibility to recruit volunteers for the event. In recognition of the volunteer support for the event, the Section provides a $5000 hosting grant to the host club. Further details would be provided from the Section office, once the host club is in the process of being confirmed. The host club must provide a Leadership Team which consists of the following positions:

* Sectionals Leadership Team Chair
* Properties Team Leader
* Volunteer Team Leader
* Operations Team Leader
* Hospitality Team Leader
* Medals & Ceremonies Team Leader

The Leadership Team requires 5-15 volunteers to lead the volunteer team. To effectively execute the event onsite, an additional 100 volunteers will be required to fill volunteer positions throughout the event.

 **Competition Bid Application Form**

**2019 STARSkate & Adult Championships**

 ***Please complete the form electronically***

**As per the proposed 2018-2019 Competition Calendar, the 2019 Skate Canada: Alberta-NWT/Nunavut STARSkate & Adult Championships will be held, March 22-24, 2019.**

**Host Organization Information:**

Skate Canada Club/Skating School or Organization Name:

Contact person: ­      Role in Club/Skating School:

Contact address:

Telephone:       Email:

Proposed alternate date of competition if not able to host on the recommended date of March 22-24, 2019:

Has the Club secured the ice for the preferred competition date?

List the major competitions or events hosted by applicant club(s) in the previous three years:

a)

b)

c)

**Host City Information**

Proposed host city:

List any major activities or events scheduled to take place in the partner city or venue during the same time period as the 2019 Skate Canada: Alberta-NWT/Nunavut STARSkate & Adult Championships:

List community and volunteer resources proposed to help host and promote the 2019 Skate Canada: Alberta-NWT/Nunavut STARSkate & Adult Championships:

**Venue Information**

Requirement: A minimum of two ice surfaces must be available in the same facility to host STARSkate & Adult Championships.

**Item Description Ice Surface # 1 Ice Surface # 2**

|  |  |  |
| --- | --- | --- |
| Name of venue |       |       |
| Address of venue: |       |       |
| Contact name, telephone number and email address of facility representative? |       |       |
| Facility rental cost per hour or daily rental rate as applicable  |       |       |
| Cost of ice per hour or daily rental rate as applicable  |       |       |
| Size/dimensions of each ice surface |       |       |
| Are there 2-3 separate 15 amp circuits near each rink side? |       |       |
| Is there a current judging stand that can be used for this competition? |       |       |
| Seating capacity for each rink |       |       |
| Can rink boards be covered with black wrap  |       |       |
| Number of Board/function rooms available in facility?  |       |       |
| Any lockable storage areas and size? |       |       |
| Can outside food/beverages be brought into the arena? |       |       |
| Square footage available for registration and vendors? |       |       |
| Is there dedicated hard wire lines with a minimum of 5Mb upload that could be dropped close to the judge’s stands? |       |       |
| Are there two 4x8 risers (6” inches off ground) that could be used in one or both of the arenas? |       |       |

**Officials Stand Diagram**

4-5 feet in width to accommodate table ~2 feet wide.

~36 feet length with glass removed for the entire length to ensure unobstructed view for entire panel.

Judges stand

*J7 J6 J5 J4 J3 J2 J1 R CT DIO TS ATS VIO DS DS*

Ice Surface

*J = Judge R = Referee CT= Controller DIO = Data Input Operator*

 *TS = Technical Specialist ATS = Assistant Technical Specialist*

*VIO = Video Input Operator DS = Data Specialist*