

Appendix A

Bid application

International 420 Class Association World/European/Junior European/Continental/Team Racing Championships 20XX

General

The General Assembly (GA) of the International 420 Class will agree which 420 National Class Association/World Sailing Member National Authority (NCA/MNA) will act as host to events. NCA/MNAs who apply, must be able to fulfil the requirements and conditions laid down by the International 420 Class to host an event.

For detailed information on requirements see the International 420 Class Championship Guidelines.

Before being accepted, a host nation must read, agree and sign a contract to be bound by the guidelines, and guarantee that they can fulfil the requirements therein.

A host 420 National Class Association must have the agreement of their Member National Authority before applying for an international event, and must be a member of the International 420 Class Association.

The NCA/MNA must guarantee that the host club can fulfil the International 420 Class Championship Guidelines.

Application to host an event should be made, in writing, by the 1st July, two years before the event, to the International 420 Class Secretary

The Organising Committee shall ensure that the championships have the highest quality racing, the best conditions for developing individual friendship among competitors and goodwill among all participating people.

Expression of interest

Expressions of interest may be made for any of the above events in the coming 6 years.

If your club would like to host one of the above events, the first step is to let us know of your interest by sending the ICA secretary an e-mail stating the following information:

- Contact information (name of organisation, principal contact name, address, website, e-mail & phone);
- Hosting experience (with regard to previously hosted international regattas and championships);
- Facilities details (brief overview of facilities on site with regard to launching, sailing area, shore facilities...)
- Weather conditions (incl. wind strength & direction, average water & air temperature,...) & preferred months to host

Once we have received your expression of interest in serving as host, we will contact you about potential opportunities. The goal of the ICA is to ensure a good variation of host countries and regions each year for our events.

Submission of formal bid

After we identify an opportunity that is mutually agreeable, you will need to submit a formal application to host.

The application to host one of the above events shall be made to the ICA Secretary by 1st July two years before the event, fully detailed and signed by the organising club's present.

The bid shall be accompanied by:

- letter of support from the host National 420 Class Associations President;
- letter of support from the host World Sailing Member National Authority;
- signed copy of the International 420 Class Championship Guidelines confirming that the host club and NCA/MNA will comply with those guidelines;
- information overview with following information*:
 - o your venue details;
 - o your principal contact and his/her contact details;
 - o weather conditions for the dates of the championship (average wind strength and direction, tidal range & strength of currents over race area(s) and launching site(s));
 - o previous hosting experience;
 - o proposed championship and suggested dates;
 - o information about legal restrictions (if any) and any costs for boating licenses/permits;
 - o whether or not liability insurances can be provided and eventually be bought at on site registration;
 - o summary of experience and names of anticipated members of the organizing committee, including an organigram if available;
 - o details of the social events you will be organizing
 - o information about transportation (from nearest airport, railway station, ferry port – shuttle service or public transport available) and related costs, and nearby accommodation (preferential rates or not) and distance to the venue;
 - o Potential for special offers for ferry transport or accommodation;
 - o information whether nearby free car, motor home and trailer parking is provided (if not, provide details of any cost);
 - o information re possible availability of charter boats;
 - o site plan of the facilities;
 - o information about launching areas;
 - o details of the boat park and related security arrangements;
 - o details of number and situation of separate male and female on-site facilities for toilets, showers and changing facilities;
 - o details of catering facilities on-site and/or nearby;
 - o nautical chart or equivalent of the racing area, marked with racing and launching area(s);
 - o information about number and type of race organisation boats you will provide;
 - o reason why the club or the NCA/MNA wishes to organize an event in this area;
 - o finance details: expected local funding or sponsorship and a full championship budget description for the minimum number of sailors, maximum number of sailors and the expected number of sailors; Media and promotional plans;

* a short version of this information overview and still photos (to give a clear understanding of the venue and local conditions) shall be provided for publication on the ICA website prior to the GA

Granting

Upon receipt of the bid the EC will review it and will contact you if they have any queries.

A summary of all bids received will be publicised by the EC on the ICA website prior to the GA.

This complete proposal will be put to the general assembly of the international class, 2 years before the event, who will make the final decision.

A presentation of the bid by a representative of the OA shall be made at the GA at which the bid will be considered.

Each presentation shall be limited to a 5 minutes presentation and a 10 minutes questions round. All costs relating to the presentation shall be at the cost of the OA.

If the bid is successful, a further presentation, with information packs, shall be made at the following GA, i.e. one year before the event. As a minimum, the information packs shall include information on: venue, travel, chart of racing area, shipping arrangements, local sailing conditions, visa requirements, accommodation, travel arrangements, 420 charter boats, coach charter boats, OA and host club contact details, pre-Championship training opportunities, and any special arrangements such as discounts with airlines/ferry companies/insurance etc.

World Sailing Member National Authority Support Letter

On behalf of _____,

I confirm that we support this bid for the

_____ championship(s).

Signed with Stamp: _____

Name: _____

Position: _____

Address: _____

Tel: _____

Fax: _____

Email: _____

Date:

National Class Association Support Letter

On behalf of _____,

I confirm that we support this bid for the

_____ championship(s).

Signed with Stamp: _____

Name: _____

Position: _____

Address: _____

Tel: _____

Fax: _____

Email: _____

Date: