

**INTERNATIONAL LIFESAVING FEDERATION**

**2022 ILS LIFESAVING WORLD CHAMPIONSHIPS**

**BID APPLICATION FORM**

We herewith certify that we are a Full Member organisation of the Inter­na­tional Life Saving Federation (ILS) or an Event Organising Group/Agency/Host City. This document is the official application form to host the 2022 Life­saving World Championships (LWC 2022).

We declare that we have read, and that we fully understand the bid documents received and that we are committed to fulfil the requirements and obligations therein.

We furthermore declare that we will not create and/or distribute other letters, documents, brochures or pamphlets with additional or other information on our bid. We finally declare that all bidding promises are included in this official application document.

We understand that every bidder can promise aid and support in several domains and even a financial contribution to the ILS but all these aids, supports and contributions must be included in the draft financial plan to be submitted with this bidding document only. We understand that our application will auto­matically become non-receivable if we do not comply with the above statement.

We certify that this Application Form has been completed truly and accurately, to the best of our knowledge and we understand that all the information contained in this document is a binding part of the 2022 Lifesaving World Championships Host Organisation Agreement that we have received and analysed.

Signature: ……………………….. Signature: ………………………………..

Name: ……………………………. Name: …………………………………….

Position: …………………………. Position: …………………………………..

Date: …………………………….. Date: ………………………………………

Name, Function and Signature of at least two persons who are authorised to sign on behalf of the ILS Full Member organisation or the Event Organising Group/Agency/Host City.

**Note: if the applicant feels that some explanations, tables, figures, etc should be added, it can be done between the tables. The complete application document can however not exceed 80 pages.**

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**WHERE FINANCIALS ARE REQUESTED: ALL FIGURES SHOULD BE IN EURO (€).**

1. **INFORMATION ON THE APPLICANT**

|  |  |  |
| --- | --- | --- |
| **DATA OF THE APPLICANT ORGANISATION**  This can be an ILS Full Member or another Organisation, a Governmental Institution, a City, etc. | | |
| NAME (in English) |  | |
| NAME (in native Language) |  | |
| ADDRESS - Street & Number |  | |
| - State & Zip |  | |
| - Country |  | |
| TELEPHONE |  | |
| TELEFAX |  | |
| E-MAIL |  | |
| Participated in a previous Lifesaving World Championship | NO: | YES: |
| Your Name (\*) |  | |
| Your position in the applicant organisation (\*) |  | |

(\*) Only persons acting on behalf of and with the full consent of their National Lifesaving Federation or the Event Organising Group/Agency/Host City can fill in the form.

|  |  |  |
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| **DATA OF THE SECOND ORGANISATION**  This can be an ILS Full Member or another Organisation, a Governmental Institution, a Host City, etc. | | |
| NAME of the Organisation |  | |
| NAME of the contact person |  | |
| ADDRESS - Street & Number |  | |
| - State |  | |
| - Country |  | |
| TELEPHONE |  | |
| TELEFAX |  | |
| E-MAIL |  | |
| Does the Organisation have a legal status | NO: | YES: |

1. **DEFINITION OF TERMS**

|  |  |
| --- | --- |
| **ILS** | The International Life Saving Federation. |
| **Constitution** | The Articles of Association or Statutes of the ILS. |
| **Bye-Laws** | The Bye-Laws of the ILS. |
| **Sports Regulations** | The approved ILS Sports Regulations, including the ILS Competition Handbook. |
| **Objectives** | The objectives of the ILS as set out in the Constitution. |
| **Federation** | An Organisation that is a member of the ILS. |
| **Host** | Event Organising Group/Agency/Host City or the National Lifesaving Federation (NLF) that is bidding to host the Lifesaving World Championships. |
| **Board of Directors** | The Board of Directors elected, constituted and empowered under the Constitution. |
| **Commission** | A body established by the Board of Directors responsible to the Board of Directors for a designated ILS field of activity. |
| **Co-Com** | Coordination Committee comprising representatives from the ILS and from the Organising Committee. |
| **Category C Nation** | A nation included in the Category C Members list from the ILS. |
| **VIP** | The summary customer group related to the Governing Authorities of the country, e.g. the Royal Family, the Ministers, the Mayors, etc. |
| **Delegates** | ILS Patrons, ILS Life Go­ver­nors, ILS Life Members, ILS Board of Director Mem­bers, ILS Com­mission and Com­mit­tee Members, ILS Grand Knights and Knights in the Order of Lifesaving, National Delegates and Guests. |
| **Headquarters Hotel** | The HQ Hotel is the hotel in which the ILS Secretariat and key ILS Officials will be accommodated |
| **Individual Competitor** | Men or Women competing in the individual events at the World Championships. |
| **Team Competitor** | Men or Women competing in the team events at the World Champion­ships. |
| **Team Officials** | Representatives of each Federation who manage and/or assist the competitors. They include team managers, team coaches and trainers as well as team support staff such as physicians, physiotherapists, chaperones, etc. |
| **Technical Official** | The persons required to officiate and regulate the sport in the field of play and includes national and international appointed representatives who manage or assist in the conduct of the competition. These include chief referees, deputy chief referees, area referees, judges, timekeepers and other jury officials. |
| **Workforce** | Organising Committee’s staff that are required to prepare for, stage and manage the event. The operation personnel could be paid staff, volunteer staff, contractors, consultants, employees of external organisations, etc. |
| **Spectators** | The individuals viewing the Championships. |
| **Participants** | Individuals participating at the World Championships. |
| **Media** | Broadcasters, radio staff, photographers and journalists associated with providing the audio-visual reporting of the Conference. |
| **Sponsors** | The corporate investors in the Championships. |
| **World Anti-Doping Agency (WADA)** | The organisation responsible for the coordination of Anti-Doping practices and participation for the world. |
| **World Anti-Doping Code** | The core document that harmonises anti-doping policies, rules and regulations within sport organisations and among public authorities around the world. |
| **Sport** | Lifesaving Sport. |
| **LWC 2022** | The Lifesaving World Championships held in 2022, comprising at the minimum 7 separate World Championships. |
| **Sport Discipline** | A competitive aspect of a sport comprising one or several events. For example, Pool Lifesaving, Beach/Ocean Lifesaving, Surfboats, Simulated Emergency Response Competition (SERC), etc. |
| **Sport Event/Race** | A scheduled unique competition resulting in the presentation of a gold, silver or bronze medal. For example, the Surf Race is an event in Beach/Ocean Discipline. |
| **Accreditation** | The process of identifying, certifying and evidence of a person’s entitlements related to the Championship’s operations and associated obligations. An accreditation pass is usually generated as evidence of the person accreditation. |
| **Intellectual Property** | All rights or goodwill subsisting in copyright, business names, names, trademarks (or signs), logos, designs, patents or service marks relating to the ILS or any event, competition or activity conducted, promoted or administered by the ILS. All rights or goodwill subsisting in copyright, business names, names, trademarks (or signs), logos, designs, patents or service marks relating to the ILS or any event or activity conducted, promoted or administered by the ILS. |
| **LOC** | Local Organising Committee. |

**PART 1. INFORMATION ON THE BIDDING COUNTRY-REGION-CITY**

The below information is entirely part of the Bid and the Host Organisation and the Local Organising Committee are bound to these commitments.

Describe in maximum 10 lines the host Country (location, population, special features, etc.)

|  |
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Describe in maximum 10 lines the host Region (location, population, special features, etc.)

Describe in maximum 10 lines the main host City (location, population, special features, etc.)

Describe in maximum 10 lines the expected effect of the organisation of the Lifesaving World Championships to the Country-Region and City and, where applicable, to the National Lifesaving Federation.

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Give hereunder the map of the country with the location of the closest International Airport and the Host City.

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Give hereunder the Map(s) of the City (Cities) in which the Competition(s) will be staged, indicating the HQ Hotel location, the pool venue, the beach/ocean venue, the backup venues, the anticipated training and warm-up venues, the airport(s), the port(s), the central train and bus stations.

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1. **ADDRESS OF VENUES**

|  |  |
| --- | --- |
| **Main Pool Competition and SERC\* Location** | |
| Location: | |
| Name of Swimming Pool complex: | |
| Address – Street and number: | |
| Postal Code: | Town: |
| State/Province: | Country: |
| Telephone: | Facsimile: |
| E-mail: | Web site: |

\* Simulated Emergency Response Competition

|  |  |
| --- | --- |
| **Main Beach/Ocean Competition Location** | |
| Location: | |
| Name of Beach: | |
| Address – Street and number: | |
| Postal Code: | Town: |
| State/Province: | Country: |
| Telephone: | Facsimile: |
| E-mail: | Web site: |

|  |  |
| --- | --- |
| **Main ILS Meetings Location** | |
| Location: | |
| Name of Venue: | |
| Address – Street and number: | |
| Postal Code: | Town: |
| State/Province: | Country: |
| Telephone: | Facsimile: |
| E-mail: | Web site: |

|  |  |
| --- | --- |
| **Back-up Pool Competition and SERC\* Location** | |
| Location: | |
| Name of Swimming Pool complex: | |
| Address – Street and number: | |
| Postal Code: | Town: |
| State/Province: | Country: |
| Telephone: | Facsimile: |
| E-mail: | Web site: |

\* Simulated Emergency Response Competition

|  |  |
| --- | --- |
| **Back-up Beach/Ocean Competition Location** | |
| Location: | |
| Name of Beach: | |
| Address – Street and number: | |
| Postal Code: | Town: |
| State/Province: | Country: |
| Telephone: | Facsimile: |
| E-mail: | Web site: |

1. **PROPOSED DATES OF THE CHAMPIONSHIPS**

|  |  |  |
| --- | --- | --- |
| **Proposed Dates**  A two-week period from Sunday to Sunday should be specified | **From – To** | |
| FIRST CHOICE |  | |
| SECOND CHOICE |  | |
| The Bidding Organisation understands that the ILS has the final authority to decide the dates of the Championships. Are these dates flexible? | YES | NO |
|  |  |

What are the reasons for these dates?

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Will there be any festivals, exhibitions, etc., taking place during this period? If yes, please list.

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1. **WEATHER CONDITIONS**

The information required is the average for the month that the Championships will be staged.

|  |  |  |  |
| --- | --- | --- | --- |
| **ENVIRONMENTAL DATA** | **Unit** | **Date 1** | **Date 2** |
| Average daily temperature | ° C |  |  |
| Average night temperature | ° C |  |  |
| Average daily humidity | Percent |  |  |
| Average rainfall for that month | mm |  |  |
| Average wind speed for the month | Km/h |  |  |
| Average ocean water temperature | ° C |  |  |
| Average sunshine during the month | Hours |  |  |
| Hours of daylight in the month | Hours |  |  |
| Average sunrise | Hours |  |  |
| Average sunset | Hours |  |  |

1. **DISTANCES**

|  |
| --- |
| Fill in the Number of Kilometres |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | HQ Hotel | Competition Pool | Backup Pool | Beach 1 | Beach 2 | Backup Beach | Training Pool 1 | Training Pool 2 | Training Pool 3 |
| HQ Hotel |  |  |  |  |  |  |  |  |  |
| Competition Pool |  |  |  |  |  |  |  |  |  |
| Backup Pool |  |  |  |  |  |  |  |  |  |
| Beach Option 1 |  |  |  |  |  |  |  |  |  |
| Beach Option 2 |  |  |  |  |  |  |  |  |  |
| Backup Beach |  |  |  |  |  |  |  |  |  |
| Training Pool 1 |  |  |  |  |  |  |  |  |  |
| Training Pool 2 |  |  |  |  |  |  |  |  |  |
| Training Pool 3 |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| Fill in the Time needed by car (in minutes) |

1. **ACCESS TO THE HQ HOTEL**

|  |  |  |  |
| --- | --- | --- | --- |
| **ACCESS DATA – CLOSEST LOCAL AIRPORT** | | | |
| Is there a Local Airport in the area? | | NO: | YES: |
| Distance of the HQ Hotel to the Local Airport | | km | |
| Price of Airport Tax (if applicable) | | Euro | |
| Give an overview of airlines that are servicing the Airport |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **ACCESS DATA – CLOSEST INTERNATIONAL AIRPORT** | | | |
| Is there an International Airport in the area? | | NO: | YES: |
| Name of International Airport | |  | |
| Distance of the HQ Hotel to the International Airport | | km | |
| Is there a railway link between the Airport and the HQ Hotel | | NO: | YES: |
| Is there a Motorway-Expressway link between the Airport and the HQ Hotel | | NO: | YES: |
| Price of Airport Tax (if applicable) | | Euro | |
| Number of flights per day from key destinations | |  | |
| Give an overview of airlines that are servicing the Airport |  | | |

|  |  |  |
| --- | --- | --- |
| **ACCESS DATA – LOCAL RAILWAY STATION** | | |
| Is there a Railway Station in the area? | NO: | YES: |
| Name of Railway Station |  | |
| Distance of the HQ Hotel to the Railway Station | km | |
| Distance of HQ Hotel to the Railway Station | km | |

|  |  |  |
| --- | --- | --- |
| **ACCESS DATA – BOAT** | | |
| Is there a Harbour close to the HQ Hotel | NO: | YES: |
| Name of Harbour |  | |
| Distance of the HQ Hotel to the Harbour | km | |
| Distance of HQ Hotel to the Harbour |  | |

|  |  |
| --- | --- |
| **ENTRY FORMALITIES** | |
| List the countries who do not require a Visa |  |
| List the countries who need a Visa |  |
| What are the costs to obtain a visa? | Euro |

1. **TYPE AND COSTS OF TRANSPORT**

What type of transport is available (give details and rates – rates are not binding).

|  |
| --- |
| From airport to the accommodation sites |
|  |

|  |
| --- |
| From lodgings to training venue(s) |
|  |

|  |
| --- |
| From lodgings to pool venue |
|  |

|  |
| --- |
| From lodgings to beach venue |
|  |

|  |  |  |
| --- | --- | --- |
| Rental rates (in Euro) for cars, mini-busses, busses, etc.  (rates are per day and for information only and thus not binding) | **from** | **to** |
| Car rental (small car) |  |  |
| Car rental (medium car) |  |  |
| Car rental (large car) |  |  |
| Mini bus rental (1-8 persons) |  |  |
| Mini bus rental (8-13 persons) |  |  |
| Bus rental (50 persons) |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **PUBLIC TRANSPORT IN THE HOST CITY** | | **NO** | **YES** |
| Is there a public transport system (such as bus, tram, etc.) | |  |  |
| Linking the beach with the pool venue | |  |  |
| Linking the HQ Hotel with the pool venue | |  |  |
| Linking the HQ Hotel with the beach venue | |  |  |
| Will the local transport be free of charge | |  |  |
| If yes, please specify for who local transport is free of charge |  | | |

1. **ACCOMMODATION**

The Host should provide a broad range of accommodation options from budget (e.g. camping parks) to 5 star hotels in the vicinity of the Lifesaving World Championships. The Host needs to provide for Technical Officials and Delegates reasonable transfers between the accommodation and the Meeting venues if these venues are not in the HQ Hotel.

The HQ Hotel is preferably at the beach/ocean venue.

All rates should be applicable in 2022, and should include service fees and taxes.

**Hotels**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Please specify the number of hotel rooms available within 10 km of the HQ Hotel, broken down per class of hotel. | Number of | | Maximum rate  (per room in 2022) | |
| Hotels | Rooms | Single | Double |
| Category A – Five-star hotel (\*\*\*\*\*) |  |  |  |  |
| Category B – Four-star hotel (\*\*\*\*) |  |  |  |  |
| Category C – Three-star hotel (\*\*\*) |  |  |  |  |
| Category D – Two-star hotel (\*\*) |  |  |  |  |
| Category E – One-star hotel (\*) |  |  |  |  |
| Backpackers Accommodation |  |  |  |  |
| Youth Hostels |  |  |  |  |
| Total |  |  |  |  |

Note: the main ILS Hotel must at the minimum be a four-star hotel.

**Apartments**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Please specify the number of apartments available within 10 km of the HQ Hotel. | Number | Maximum rate (per apartment in 2022) | | | |
| Apartments | 3 bedroom  (6 people) | 2 bedroom  (4 people) | 1 bedroom  (2 people) | Studio  (2 people) |
| Apartment – 3 bedrooms |  |  |  |  |  |
| Apartment – 2 bedrooms |  |  |  |  |  |
| Apartment – 1 bedroom |  |  |  |  |  |
| Apartment - Studio |  |  |  |  |  |

**Camping Cabins – Mobile Homes – Motorhomes - Others**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Please specify the numbers | Number | Maximum rate in 2022 | | |
| 2 persons | 4 persons | 6 persons |
| Camping Cabins |  |  |  |  |
| Mobile Homes |  |  |  |  |
| Motorhomes |  |  |  |  |
| Others (please specify) |  | | | |

**Headquarters (HQ) Hotel**

|  |
| --- |
| Name and Describe the HQ Hotel – Add a Map of the Hotel and pictures |
|  |

|  |  |
| --- | --- |
| **HQ Hotel Address** | |
| Name: | |
| Rating of Hotel (stars): | |
| Street and Number: | |
| Town: | Postal Code: |
| State/Province: | Country: |
| Telephone: | Facsimile: |
| Email: | Web site: |
| Number of rooms: |  |
| Single room rate without breakfast (\*): |  |
| Single room rate with breakfast (\*): |  |
| Double room rate without breakfast (\*): |  |
| Double room rate with breakfast (\*): |  |
| Car parking costs per 24 hours. |  |
| Other hotel offerings: |  |

(\*) rates should be the best estimate room rates of 2022 and should include all service charges and taxes.

|  |  |  |  |
| --- | --- | --- | --- |
| **HQ Hotel** | **M** | **NO** | **YES** |
| The Host Guarantees at least 60 rooms in the HQ Hotel for at least 6 nights up until 60 days prior to the event. After that there is no guarantee required. | **M** |  |  |
| The HQ Hotel has a business centre |  |  |  |
| The HQ Hotel has internet access in each room |  |  |  |
| The HQ Hotel has free internet in public areas |  |  |  |

|  |  |
| --- | --- |
| **Alternate Hotel 1** | |
| Name: | |
| Rating of Hotel (stars): | |
| Street and Number: | |
| Town: | Postal Code: |
| State/Province: | Country: |
| Telephone: | Facsimile: |
| Email: | Web site: |
| Number of rooms: |  |
| Single room rate without breakfast (\*): |  |
| Single room rate with breakfast (\*): |  |
| Double room rate without breakfast (\*): |  |
| Double room rate with breakfast (\*): |  |
| Car parking costs per 24 hours. |  |
| Other hotel offerings: |  |

(\*) rates should be the best estimate room rates of 2022 and should include all service charges and taxes.

|  |  |
| --- | --- |
| **Alternate Hotel 2** | |
| Name: | |
| Rating of Hotel (stars): | |
| Street and Number: | |
| Town: | Postal Code: |
| State/Province: | Country: |
| Telephone: | Facsimile: |
| Email: | Web site: |
| Number of rooms: |  |
| Single room rate without breakfast (\*): |  |
| Single room rate with breakfast (\*): |  |
| Double room rate without breakfast (\*): |  |
| Double room rate with breakfast (\*): |  |
| Car parking costs per 24 hours. |  |
| Other hotel offerings: |  |

(\*) rates should be the best estimate room rates of 2022 and should include all service charges and taxes.

|  |  |
| --- | --- |
| **Alternate Hotel 3** | |
| Name: | |
| Rating of Hotel (stars): | |
| Street and Number: | |
| Town: | Postal Code: |
| State/Province: | Country: |
| Telephone: | Facsimile: |
| Email: | Web site: |
| Number of rooms: |  |
| Single room rate without breakfast (\*): |  |
| Single room rate with breakfast (\*): |  |
| Double room rate without breakfast (\*): |  |
| Double room rate with breakfast (\*): |  |
| Car parking costs per 24 hours. |  |
| Other hotel offerings: |  |

(\*) rates should be the best estimate room rates of 2022 and should include all service charges and taxes.

1. **RECREATION**

|  |  |
| --- | --- |
| What recreational facilities are available in the Championships area  (within 10 km from HQ Hotel) | Number |
| Theatres |  |
| Restaurants |  |
| Cinemas |  |
| Fun Parks |  |
| Pubs/bars |  |
| Casino’s |  |
| Others |  |

1. **MAIN BEACH VENUE**

The Host Organisation shall provide the venues free of charge to the ILS and the competitor.

|  |  |  |  |
| --- | --- | --- | --- |
| **MAIN BEACH VENUE (FOR BEACH AND OCEAN EVENTS)** | | | |
| **BEACH SPECIFICATIONS** | | | |
| Name of Beach |  | | |
| Type of beach Surface  (sand – fine or course, pebbles, etc.) |  | | |
| Length of the beach that will be clear and available for the whole duration of the competition  (A minimum of 600 m must be provided) | Metres | | |
| Width of the beach that will be clear and available for the whole duration of the competition  (A minimum of 50 m must be provided) | Metres | | |
| Shape of Beach |  | | |
| Will the beach require modification by mechanical means prior to or during the competition dates? | Yes: | No: | |
| Will there be a beach cleaning prior to or during the competition dates? | Yes: | No: | |
| Is the available beach separated by obstructions such as piers, breakwaters, rocks | Yes: | No: | |
| If yes, what are the lengths of useable beach |  | | |
| Is the beach clear of rocks, reefs etc. at low tide | Yes: | No: | |
| Tide difference between high and low tide (height) | Metres | | |
| Tide difference between high and low tide (length) |  | | |
| Average wave size during month of competition | Metres | | |
| Water quality tests conducted (e.g. e-coli and coliform) |  | | |
| Are there a minimum of 4 pedestrian entrances | Yes: | No: | |
| Is there an entrance for Emergency Services | Yes: | No: | |
| Is there an entrance for tractors | Yes: | No: | |
| Is there a competitor’s Call Room or Area | Yes: | No: | |
| Will there be seats available - grand stand  (The ILS requests mandatorily one but preferably two grand stands with each at minimum of 800 seats, which include 500 competitors seats and 50 VIP seats) | Yes: | No: | |
| If yes, for how many spectators |  | | |
| Will there be stands for announcers | Yes: | | No: |
| Are parts of the beach leased out | Yes: | | No: |

|  |  |  |
| --- | --- | --- |
| **MAIN BEACH: BACK OF BEACH SPECIFICATIONS** | | |
| Number of vehicle parking bays available within 1 km from the beach |  | |
| Number of public toilets available within 250 metres from the beach (the Host Organisation guarantees that the toilets are serviced every hour and that sufficient toilet paper is available) |  | |
| Number of change room facilities within 250 metres from the beach |  | |
| Width of area behind the competition area |  | |
| Is there electricity available on the beach | Yes: | No: |
| What other facilities are there available on/near the beach (e.g. clubhouse, halls etc.) |  | |
| For how many people |  | |
| What sound system will be available (at least two appropriate sound systems with at least 4 micro­phones, head sets and portable microphones must be available at the beach). If multiple beach sections, the number of sound systems will need to be increased. Each area should have its own system. |  | |

|  |  |  |
| --- | --- | --- |
| **MAIN BEACH: AMENITIES** | **ROOM NUMBERS** | **SIZE (sq.m.)** |
| ILS Reception Lounge |  |  |
| ILS Competition Office |  |  |
| Organising Committee Office |  |  |
| Sponsor Hospitality Area |  |  |
| Award Area |  |  |
| Flag Storage Area |  |  |
| Large officials briefing area (100 people) |  |  |
| Small referee briefing area |  |  |
| Accreditation Centre |  |  |
| Information Centre |  |  |
| Announcer Room – Towers  (Four announcing towers of minimum 4 m2 large must be available, easy accessible, with a roof cover situated and at least 4 m above the beach surface). |  |  |
| Control Room |  |  |
| Video Board/Scoreboard Operation Room |  |  |
| Computer Room |  |  |
| Jury of Appeal Room |  |  |
| Judges Room |  |  |
| Team Massage Area |  |  |
| Physiotherapy Room |  |  |
| Doping Control Area |  |  |
| Media Hospitality Area |  |  |
| Media Seats (covered) |  |  |
| Host Broadcaster Area |  |  |
| TV Compound |  |  |
| Souvenir Shop |  |  |
| First Aid Room (for competitors) |  |  |
| First Aid Room (for spectators) |  |  |
| Police and Security Room |  |  |
| Cafeteria |  |  |
| Vending Machines |  |  |
| Drink stalls |  |  |
| Food stalls |  |  |
| Tents for Teams  (At the minimum 30 tents for teams/clubs must be provided for the whole duration of the championships, each tent is at least 16m2) |  |  |
| Storage Area for competition equipment (guarded)  (The area must be at minimum 20 x 30 m, fenced and permanently guarded) |  |  |
| - For equipment pool |  |  |
| - For private equipment |  |  |
| - For course equipment |  |  |
| Storage area for a minimum of ten 20-foot shipping containers |  |  |
| Notice (Bulletin) Boards (in each arena) to post results |  |  |

Please add a digital map of the venue and locate all available rooms on the Map. Please indicate if temporary overlays are used (such as tents, containers, etc.).

|  |
| --- |
|  |

1. **BACKUP BEACH VENUE**

|  |  |  |  |
| --- | --- | --- | --- |
| **BACKUP BEACH: SPECIFICATIONS** | | | |
| Name of Beach |  | | |
| Type of beach Surface  (sand – fine or course, pebbles, …) |  | | |
| Length of the beach that will be clear and available for the whole duration of the competition  (A minimum of 600 m must be provided) | Metres | | |
| Width of the beach that will be clear and available for the whole duration of the competition  (A minimum of 50 m must be provided) | Metres | | |
| Shape of Beach |  | | |
| Will the beach require modification by mechanical means prior to or during the competition dates? | Yes: | No: | |
| Will there be a beach cleaning prior to or during the competition dates? | Yes: | No: | |
| Is the available beach separated by obstructions such as piers, breakwaters, rocks | Yes: | No: | |
| If yes, what are the lengths of useable beach |  | | |
| Is the beach clear of rocks, reefs etc. at low tide | Yes: | No: | |
| Tide difference between high and low tide (height) | Metres | | |
| Tide difference between high and low tide (length) |  | | |
| Average wave size during month of competition | Metres | | |
| Water quality tests conducted (e-coli and coliform) |  | | |
| Are there a minimum of 4 pedestrian entrances | Yes: | No: | |
| Is there an entrance for Emergency Services | Yes: | No: | |
| Is there an entrance for tractors | Yes: | No: | |
| Is there a competitor’s Call Room or Area | Yes: | No: | |
| Will there be seats available - grand stand  (The ILS requests mandatorily one but preferably two grand stands with each at minimum of 800 seats, which include 500 competitors seats and 50 VIP seats) | Yes: | No: | |
| If yes, for how many spectators |  | | |
| Will there be stands for announcers | Yes: | No: | |
| Are parts of the beach leased out | Yes: | | No: |

|  |  |  |
| --- | --- | --- |
| **BACKUP BEACH: BACK OF BEACH SPECIFICATIONS** | | |
| Number of vehicle parking bays available within 1 km from the beach |  | |
| Number of public toilets available within 250 metres from the beach (the Host Organisation guarantees that the toilets are serviced every hour and that sufficient toilet paper is available) |  | |
| Number of change room facilities within 250 metres from the beach |  | |
| Width of area behind the competition area |  | |
| Is there electricity available on the beach | Yes: | No: |
| What other facilities are there available on/near the beach (e.g. clubhouse, halls etc.) |  | |
| For how many people |  | |
| What sound system will be available (at least two appropriate sound systems with at least 4 micro­phones, head sets and portable microphones must be available at the beach). If multiple beach sections, the number of sound systems will need to be increased. Each area should have its own system. |  | |

|  |  |  |
| --- | --- | --- |
| **BACKUP BEACH: AMENITIES**  ILS is flexible with backup beach amenities | **ROOM NUMBERS** | **SIZE (sq.m.)** |
| ILS Reception Lounge |  |  |
| ILS Competition Office |  |  |
| Organising Committee Office |  |  |
| Sponsor Hospitality Area |  |  |
| Award Area |  |  |
| Flag Storage Area |  |  |
| Large officials briefing area (100 people) |  |  |
| Small referee briefing area |  |  |
| Accreditation Centre |  |  |
| Information Centre |  |  |
| Announcer Room – Towers  (Four announcing towers of minimum 4 m2 large must be available, easy accessible, with a roof cover situated and at least 4 m above the beach surface). |  |  |
| Control Room |  |  |
| Video Board/Scoreboard Operation Room |  |  |
| Computer Room |  |  |
| Jury of Appeal Room |  |  |
| Judges Room |  |  |
| Team Massage Area |  |  |
| Physiotherapy Room |  |  |
| Doping Control Area |  |  |
| Media Hospitality Area |  |  |
| Media Seats (covered) |  |  |
| Host Broadcaster Area |  |  |
| TV Compound |  |  |
| Souvenir Shop |  |  |
| First Aid Room (for competitors) |  |  |
| First Aid Room (for spectators) |  |  |
| Police and Security Room |  |  |
| Cafeteria |  |  |
| Vending Machines |  |  |
| Drink stalls |  |  |
| Food stalls |  |  |
| Tents for Teams  (At the minimum 30 tents for teams/clubs must be provided for the whole duration of the championships, each tent is at least 16m2) |  |  |
| Storage Area for competition equipment (guarded)  (The area must be at minimum 20 x 30 m, fenced and permanently guarded) |  |  |
| - For equipment pool |  |  |
| - For private equipment |  |  |
| - For course equipment |  |  |
| Storage area for a minimum of ten 20-foot shipping containers |  |  |
| Notice (Bulletin) Boards (in each arena) to post results |  |  |

Please add a digital map of the venue and locate all available rooms on the Map. Please indicate if temporary overlays are used (such as tents, containers, etc.).

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1. **MAIN POOL VENUE**

The Host Organisation shall provide the venue free of charge to the ILS and the competitor. A recent (maximum one-year-old) certified survey of the pool must be provided.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **MAIN POOL: POOL SPECIFICATIONS** (mandatory) | | | | |
| Name of pool |  | | | |
| Length  (Pool shall be 50.0 metres between the Automatic Officiating Equipment touch panels) |  | | | |
| Width  (Pool shall at least be 21.0 m wide with 8 lanes and preferably be 25.0 metres wide with 10 lanes) |  | | | |
| Depth  (Pool shall at least be 1.8 m deep and no deeper than 3,0 m) | Side 1 | Middle | | Side 2 |
| m | m | | m |
| Is it an open or covered pool |  | | | |
| Number of 2.5 m lanes in pool |  | | | |
| Number of Starting Platforms at side 1 |  | | | |
| Number of Starting Platforms at side 2 |  | | | |
| Are competition anti-wave lane ropes available | Yes: | | No: | |
| Are false start ropes available | Yes: | | No: | |
| Are backstroke turn indicators available | Yes: | | No: | |
| Average water temperature in pool |  | | | |
| Average air temperature in pool |  | | | |
| Is electronic timing device available | Yes: | | No: | |
| Is the electronic timing on both ends | Yes: | | No: | |
| Number of spectator seating available |  | | | |
| Number of VIP seating available |  | | | |
| Will the pool be exclusively available for the competitors during the Championship and training period | Yes: | | No: | |
| If not, when will it not be available |  | | | |
| Is there a public address/speaker system available | Yes: | | No: | |
| Is there an electronic scoreboard available | Yes: | | No: | |
| Is light in the pool hall at least 600 Lux | Yes: | | No: | |
| Number of changing rooms for men |  | | | |
| Number of changing rooms for women |  | | | |
| Number of toilets for competitors |  | | | |
| Number of toilets for spectators |  | | | |
| Is there a competitor’s Call Room | Yes: | | No: | |
| Is there a doping control area | Yes: | | No: | |
| Are on-deck lifeguards and lifesaving equipment provided | Yes: | | No: | |
| Are there any restriction, leases? | Yes: | | No: | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **MAIN POOL: WARMING-UP POOL SPECIFICATIONS** (mandatory) | | | | |
| Length |  | | | |
| Width |  | | | |
| Depth | Side 1 | Middle | | Side 2 |
| m | m | | m |
| Is it an open or covered pool |  | | | |
| Distance between the warming-up pool and the main competition pool |  | | | |
| Number of lanes in pool |  | | | |
| Are lane ropes available | Yes: | | No: | |
| Are backstroke turn indicators available | Yes: | | No: | |
| Average water temperature in pool |  | | | |
| Average air temperature in pool |  | | | |
| Number of spectator seating available |  | | | |
| Will the pool be exclusively available for the training and warm-up during the Champion­ship period | Yes: | | No: | |
| If not, when will it not be available |  | | | |
| Is there a speaker system available | Yes: | | No: | |
| Are on-deck lifeguards and lifesaving equipment provided | Yes: | | No: | |

|  |  |  |
| --- | --- | --- |
| **MAIN POOL: AMENITIES** | **ROOM NUMBERS** | **SIZE (sq.m.)** |
| ILS Reception Lounge |  |  |
| ILS Competition Office |  |  |
| Sponsor Hospitality Area |  |  |
| Host Organisation Offices |  |  |
| Award Area |  |  |
| Flag Storage Area |  |  |
| Storage room for lifesaving equipment |  |  |
| Accreditation Centre |  |  |
| Information Centre |  |  |
| Announcer Room |  |  |
| Control Room |  |  |
| Video Board/Scoreboard Operation Room |  |  |
| Computer Room |  |  |
| Jury of Appeal Room |  |  |
| Judges Room |  |  |
| Team Massage Area |  |  |
| Physiotherapy Room |  |  |
| Doping Control Area |  |  |
| Media Hospitality Area |  |  |
| Media Seats (covered) |  |  |
| Host Broadcaster Area |  |  |
| TV Compound |  |  |
| Souvenir Shop |  |  |
| First Aid Room (for competitors) |  |  |
| First Aid Room (for spectators) |  |  |
| Officials briefing room (100-person capacity) |  |  |
| Police and Security Room |  |  |
| Cafeteria |  |  |
| Vending Machines |  |  |
| Drink stalls |  |  |
| Food stalls |  |  |

Please add a digital map of the venue and locate all available rooms on the Map. Please indicate if temporary overlays are used (such as tents, containers, etc.).

Please include in the bid a certified survey of the pool completed within one year of submission dead­line.

|  |
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|  |

1. **BACKUP POOL VENUE**

The Host Organisation shall provide the venue free of charge to the ILS and the competitor. A recent (maximum one-year-old) certified survey of the pool must be provided. The ILS is more flexible on the back-up pool venue.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **BACKUP POOL: POOL SPECIFICATIONS** (mandatory) | | | | |
| Name of pool |  | | | |
| Length  (Pool shall be 50.0 metres between the Automatic Officiating Equipment touch panels) |  | | | |
| Width  (Pool shall at least be 21.0 m wide with 8 lanes and preferably be 25.0 metres wide with 10 lanes) |  | | | |
| Depth  (Pool shall at least be 1.8 m deep and no deeper than 3,0 m) | Side 1 | Middle | | Side 2 |
| m | m | | m |
| Is it an open or covered pool |  | | | |
| Number of 2.5 m lanes in pool |  | | | |
| Number of Starting Platforms at side 1 |  | | | |
| Number of Starting Platforms at side 2 |  | | | |
| Are competition anti-wave lane ropes available | Yes: | | No: | |
| Are false start ropes available | Yes: | | No: | |
| Are backstroke turn indicators available | Yes: | | No: | |
| Average water temperature in pool |  | | | |
| Average air temperature in pool |  | | | |
| Is electronic timing device available | Yes: | | No: | |
| Is the electronic timing on both ends | Yes: | | No: | |
| Number of spectator seating available |  | | | |
| Will the pool be exclusively available for the competitors during the Championship and training period | Yes: | | No: | |
| If not, when will it not be available |  | | | |
| Is there a public address/speaker system available | Yes: | | No: | |
| Is there an electronic scoreboard available | Yes: | | No: | |
| Is light in the pool hall at least 600 Lux | Yes: | | No: | |
| Number of changing rooms for men |  | | | |
| Number of changing rooms for women |  | | | |
| Number of toilets for competitors |  | | | |
| Number of toilets for spectators |  | | | |
| Is there a competitor’s Call Room | Yes: | | No: | |
| Is there a doping control area | Yes: | | No: | |
| Are on-deck lifeguards and lifesaving equipment provided | Yes: | | No: | |
| Are there any restriction, leases? | Yes: | | No: | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **BACKUP POOL: WARMING-UP POOL SPECIFICATIONS** (mandatory) | | | | |
| Length |  | | | |
| Width |  | | | |
| Depth | Side 1 | Middle | | Side 2 |
| m | m | | m |
| Is it an open or covered pool |  | | | |
| Distance between the warming-up pool and the main competition pool |  | | | |
| Number of lanes in pool |  | | | |
| Are lane ropes available | Yes: | | No: | |
| Are backstroke turn indicators available | Yes: | | No: | |
| Average water temperature in pool |  | | | |
| Average air temperature in pool |  | | | |
| Number of spectator seating available |  | | | |
| Will the pool be exclusively available for the training and warm-up during the Champion­ship period | Yes: | | No: | |
| If not, when will it not be available |  | | | |
| Is there a speaker system available | Yes: | | No: | |
| Are on-deck lifeguards and lifesaving equipment provided | Yes: | | No: | |

|  |  |  |
| --- | --- | --- |
| **BACKUP POOL: AMENITIES** | **ROOM NUMBERS** | **SIZE (sq.m.)** |
| ILS Reception Lounge |  |  |
| ILS Competition Office |  |  |
| Sponsor Hospitality Area |  |  |
| Host Organisation Offices |  |  |
| Award Area |  |  |
| Flag Storage Area |  |  |
| Storage room for lifesaving equipment |  |  |
| Accreditation Centre |  |  |
| Information Centre |  |  |
| Announcer Room |  |  |
| Control Room |  |  |
| Video Board/Scoreboard Operation Room |  |  |
| Computer Room |  |  |
| Jury of Appeal Room |  |  |
| Judges Room |  |  |
| Team Massage Area |  |  |
| Physiotherapy Room |  |  |
| Doping Control Area |  |  |
| Media Hospitality Area |  |  |
| Media Seats (covered) |  |  |
| Host Broadcaster Area |  |  |
| TV Compound |  |  |
| Souvenir Shop |  |  |
| First Aid Room (for competitors) |  |  |
| First Aid Room (for spectators) |  |  |
| Officials briefing room (100-person capacity) |  |  |
| Police and Security Room |  |  |
| Cafeteria |  |  |
| Vending Machines |  |  |
| Drink stalls |  |  |
| Food stalls |  |  |

Please add a digital map of the venue and locate all available rooms on the Map. Please indicate if temporary overlays are used (such as tents, containers, etc.).

Please include in the bid a certified survey of the pool completed within one year of submission dead­line.

|  |
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|  |

1. **SERC (Simulated Emergency Response Competition) VENUE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **MAIN POOL SPECIFICATIONS** (mandatory) | | | | |
| Name of pool | |  | | |
| Is this pool different to the Main Pool in section 13 above? | Yes: | | No: | |
| Length | |  | | |
| Width | |  | | |
| Depth (max – min) | |  | | |
| Is it an open or covered pool | |  | | |
| Average water temperature in pool | |  | | |
| Average air temperature in pool | |  | | |
| Number of spectator seating available | |  | | |
| Will the pool be exclusively available for the competitors during the Championship period | | Yes: | | No: |
| If not, when will it not be available | |  | | |
| Is there a speaker system available | | Yes: | | No: |
| Is light in the pool hall at least 600 Lux | | Yes: | | No: |
| Number of changing rooms for men | |  | | |
| Number of changing rooms for women | |  | | |
| Number of toilets for competitors | |  | | |
| Number of toilets for spectators | |  | | |
| Is there a competitor’s secured room to accommodate some 500 competitors? What are the dimensions? Is it soundproof from the pool hall? Does it have access to toilet facilities? Does it have seating and fresh water facilities | | Yes: | | No: |
| Distance in metres from the secured room to the edge of the pool | |  | | |
| Is there a secure room for equipment | | Yes: | | No: |
| Are there any restriction, leases? | | Yes: | | No: |

1. **TRAINING POOLS**

At least two and preferably three training pools should be available before and during the competition. Please add a Map of the location of the Training Pools in the City and include from each pool at least one digital picture. The Host Organisation shall provide the training venues free of charge to the ILS and the competitors.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TRAINING POOL 1** | | | | |
| Name of pool |  | | | |
| Length |  | | | |
| Width |  | | | |
| Depth | Side 1 | Middle | | Side 2 |
| m | m | | m |
| Is it an open or covered pool |  | | | |
| Number of lanes in pool |  | | | |
| Number of Starting Platforms at side 1 |  | | | |
| Number of Starting Platforms at side 2 |  | | | |
| Are lane ropes available | Yes: | | No: | |
| Are backstroke turn indicators available | Yes: | | No: | |
| Average water temperature in pool |  | | | |
| Average air temperature in pool |  | | | |
| Number of spectator seating available |  | | | |
| Will the pool be exclusively available for the competitors during the Championship period | Yes: | | No: | |
| If not, when will it not be available |  | | | |
| Are on-deck lifeguards and lifesaving equipment provided | Yes: | | No: | |
| Are there any restriction, leases? | Yes: | | No: | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TRAINING POOL 2** | | | | |
| Name of pool |  | | | |
| Length |  | | | |
| Width |  | | | |
| Depth | Side 1 | Middle | | Side 2 |
| m | m | | m |
| Is it an open or covered pool |  | | | |
| Number of lanes in pool |  | | | |
| Number of Starting Platforms at side 1 |  | | | |
| Number of Starting Platforms at side 2 |  | | | |
| Are lane ropes available | Yes: | | No: | |
| Are backstroke turn indicators available | Yes: | | No: | |
| Average water temperature in pool |  | | | |
| Average air temperature in pool |  | | | |
| Number of spectator seating available |  | | | |
| Will the pool be exclusively available for the competitors during the Championship period | Yes: | | No: | |
| If not, when will it not be available |  | | | |
| Are on-deck lifeguards and lifesaving equipment provided | Yes: | | No: | |
| Are there any restriction, leases? | Yes: | | No: | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TRAINING POOL 3** | | | | |
| Name of pool |  | | | |
| Length |  | | | |
| Width |  | | | |
| Depth | Side 1 | Middle | | Side 2 |
| m | m | | m |
| Is it an open or covered pool |  | | | |
| Number of lanes in pool |  | | | |
| Number of Starting Platforms at side 1 |  | | | |
| Number of Starting Platforms at side 2 |  | | | |
| Are lane ropes available | Yes: | | No: | |
| Are backstroke turn indicators available | Yes: | | No: | |
| Average water temperature in pool |  | | | |
| Average air temperature in pool |  | | | |
| Number of spectator seating available |  | | | |
| Will the pool be exclusively available for the competitors during the Championship period | Yes: | | No: | |
| If not, when will it not be available |  | | | |
| Are on-deck lifeguards and lifesaving equipment provided | Yes: | | No: | |
| Are there any restriction, leases? | Yes: | | No: | |

Please include the Map and Digital Pictures here.

|  |
| --- |
|  |

1. **MEETINGS AND BRIEFINGS VENUE**

|  |  |
| --- | --- |
| **VENUE SPECIFICATIONS** | |
| Name of Facility |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| List of the Rooms that could be used in the venue with their size, capacity and special feature | | | | | |
| **Number** | **Name** | **Length** | **Width** | **Height** | **Capacity** |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |
|  |  |  |  |  |  |

Please add a digital map of the venue and locate all available rooms on the Map. Please indicate if temporary overlays are used (such as tents, containers, etc.).

|  |
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|  |

1. **DOPING CONTROL**

|  |  |
| --- | --- |
| **DOPING CONTROL SPECIFICATIONS** | |
| Name and full address of the nearest WADA accredited la­bo­ra­tory (mandatory) |  |
| Distance from pool competition venue |  |
| Distance from beach competition venue |  |
| Is the laboratory available to conduct tests? |  |
| Costs of one urine test | Euro |
| Response time from laboratory from arrival of sample? | hours |

1. **ORGANISING STRUCTURE**

Please provide the draft Organising Structure of the Host Organisation. The Host Organisation must be incorporated as a legal entity within one year after the signing of the LWC 2022 Host Organisation Agreement.

|  |
| --- |
|  |

1. **EMERGENCY SERVICES**

|  |  |
| --- | --- |
| **EMERGENCY SERVICES SPECIFICATIONS** | |
| What hospitals are available within 15 km of the venue offering 24 hours’ service |  |
| Other medical facilities available at or near the venue (e.g. dentists, etc.) |  |
| What medical transport facilities  (Ambulance, etc.) is there available: |  |
| Will there be a medical facility available at the Pool (mandatory) |  |
| Will there be a medical facility available at the Beach (mandatory) |  |
| Will there be a medical facility available at the Ocean |  |
| Will there be a medical facility available at the Training Venues |  |
| Will there be a medical officer at all the venues during the Championship |  |
| Will there be first-aid staff etc. at all the venues during the Championships |  |
| What diseases, plagues are there in the country (e.g. malaria, typhoid, etc.) |  |
| Any other comments regarding medical issues |  |
| How many rescue boats are available |  |
| Are they manned with qualified boat drivers and lifeguards |  |
| Do the engines have propeller guards |  |

1. **PAST ORGANISATIONAL EXPERIENCE**

|  |
| --- |
| Please list the major events held in this city during the last six years. |
|  |

**PART 2. COMMITMENTS**

The below commitments made by the Host Organisation are entirely part of the Bid and the Host Organisation is bound to these commitments.

1. **ORGANISATIONAL COMMITMENT**

We commit to organise:

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Lifesaving World Championships** | **M** | **NO** | **YES** |
| Open National Teams World Championships including SERC  (400+ competitors: 1 day SERC – 2/3 days pool – 2/3 days beach) | **M** |  |  |
| Youth National Teams World Championships including SERC  (400+ competitors: 1 day SERC – 2/3 days pool – 2/3 days beach) | **M** |  |  |
| Masters World Championships  (1.000+ competitors: 2/3 days pool – 2/3 days beach) | **M** |  |  |
| Open Interclub World Championships including SERC  (1.000+ competitors: 3/4 days pool – 3/4 days beach) | **M** |  |  |
| Youth Interclub World Championships including SERC  (800+ competitors: 2/3 days pool – 2/3 days beach) | **M** |  |  |
| Open National Teams World Championships for Inflatable Rescue Boats (IRB)  (100+ competitors: 2/3 days beach) | **M** |  |  |
| Interclub World Championships for Inflatable Rescue Boats (IRB)  (200+ competitors: 2/3 days beach) | **M** |  |  |
| Interclub World Championships for Surfboat  (300+ competitors: 2/3 days beach) | **M** |  |  |
| Sport Symposium |  |  |  |
| Sport Exhibition |  |  |  |
| Extra World Championships: please specify (e.g. March Past, long distance paddle board race, long distance surfski race, etc.) |  |  |  |

M = Mandatory.

**Failure to comply with a Mandatory requirement will result in disqualification of the bid.**

We commit to organise:

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Meetings and Briefings**  The Host agrees to organise and to cover the rental costs of all rooms necessary for the conduct of the ILS Meetings and for all Briefings. A briefing for teams consist of a briefing for the International Technical Officials (1 hour) and a briefing of Team Managers (1 hour) | **M** | **NO** | **YES** |
| Board of Directors Meeting  (maximum 2 days – 25 people + 30 observers) | **M** |  |  |
| Sports Commission Meetings  (maximum 2 days – 15 people + 15 observers) | **M** |  |  |
| Rescue Commission Meetings  (maximum 2 days – 15 people + 15 observers) | **M** |  |  |
| Drowning Prevention Commission Meetings  (maximum 2 days – 15 people + 15 observers) | **M** |  |  |
| Business Commission Meetings  (maximum 2 days - 15 people + 10 observers) | **M** |  |  |
| Briefing for Chief Referees  (one briefing) | **M** |  |  |
| Briefings for Technical Officials  (8 briefings) | **M** |  |  |
| Briefings for Team Managers  (13 briefings) | **M** |  |  |

Briefings for Technical Officials and Team Managers will be held for each of the championships.

We commit to organise:

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Social and Cultural** | **M** | **NO** | **YES** |
| Opening Ceremony for the LWC 2022  The Host will organise at their costs an Opening Ceremony including an Entertainment Part and a Ceremonial Part as defined by the ILS. The Entertainment Part includes elements that are defined by the Host Organisation. The Ceremonial Part includes mandatorily a welcome address, a parade of nations, the playing of the national anthem and raising of the national flag, the playing of the ILS song and raising of the ILS flag, at the maximum three speeches of less than 2 minutes each, a competitor’s oath, a team manager's oath and a technical official’s oath. | **M** |  |  |
| Closing Ceremony for the LWC 2022  The Host will organise at their costs a Closing Ceremony including an Entertainment Part and a Ceremonial Part as defined by the ILS. The Entertainment Part includes elements that are defined by the Host Organisation. The ceremonial part includes a welcome address, the distribution of awards and medals to the overall winners, at the maximum two speeches, the playing of the national anthem and lowering of the national flag, the playing of the ILS song and lowering of the ILS flag, the flag handing over ceremony, a speech by the host of the LWC 2024 and a closing message. | **M** |  |  |
| Welcome Party-Reception  The Host will organise at their costs an ILS Delegates Welcome Party. This Party is foreseen for all delegates and at least two team officials per nation. | **M** |  |  |
| ILS Gala Dinner  The Host will organise an ILS Dinner at cost. Participants usually take care of their own cost. The dinner cost cannot exceed 90 Euro per person (alcoholic beverages included) or 70 Euro per person (beverages not included). The Host must provide 30 free tickets to the ILS. | **M** |  |  |
| Opening Ceremonies for each of the World Championship Sections.  The Sections of a World Championship have their own Opening Ceremony in an appropriate venue which includes mandatorily a welcome, a parade of clubs/teams, the playing of the ILS anthem and raising of the ILS flag, at the maximum two speeches, a competitor’s oath, a team manager's oath and a technical official’s oath. | **M** |  |  |
| Closing Ceremonies for each of the World Championship Sections.  The Sections of a World Championship have their own Closing Ceremony which includes a welcome address, the distribution of awards and medals, at the maximum two speeches, the playing of the ILS song and lowering of the ILS flag. | **M** |  |  |

We commit to organise:

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Closing Parties**  The Host commit to organise Closing Parties. The Host Organisation will arrange and pay for the room, the sound and light, the disc jockey, the safety and security. The participants pay their own food (if any) and their own drinks. Food and drinks are at affordable rates. The Host provides at least three bar areas and full venue security. No team can enter the Closing Party location if not accompanied by their team manager. All team members must have their accreditation cards. All revenues are for the Host Organisation. | **M** | **NO** | **YES** |
| Closing Party for National Teams: Open (1) | **M** |  |  |
| Closing Party for National Teams: Youth (1) | **M** |  |  |
| Closing Party for Interclub Teams: Masters | **M** |  |  |
| Closing Party for Interclub Teams: Open (2) | **M** |  |  |
| Closing Party for Interclub Teams: Youth (2) | **M** |  |  |
| Closing Party for Interclub and National Teams: IRB (3) | **M** |  |  |
| Closing Party for Interclub Teams: Surfboat (3) | **M** |  |  |

1. Can be organised in the same location and at the same times.
2. Can be organised in the same location and at the same times.
3. Can be organised in the same location and at the same times.

We commit to organise:

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Daily Technical Officials gathering and de-brief** | **M** | **NO** | **YES** |
| The Host commit to organise every evening a Technical Official’s gathering and de-brief after the competition. The Host Organisation will arrange and pay for the room, the music, the public announcement system and a minimum of two drinks per Technical Official. Food can be provided (not mandatory) free of charge or at cost. | **M** |  |  |

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Technical Officials Evening**  (The Host commit to organise two Technical Official’s "Thank-you" evenings. The Host Organisation will arrange and pay for the room, the music, the public announcement system, as well as finger food and the drinks (during a minimum of two hours). | **M** | **NO** | **YES** |
| Technical Officials Thank-you evening in the first week | **M** |  |  |
| Technical Officials Thank-you evening in the second week | **M** |  |  |

Note: there will be no Technical Officials gathering and de-brief the days there are Technical Officials Evenings.

We commit to organise:

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Other Events (please specify)** | **M** | **NO** | **YES** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. **EVENT LOGO**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **M** | **NO** | **YES** |
| The Host Organisation agrees to create an event logo that must include the ILS logo and agrees to submit the logo for approval to the ILS before any use. | **M** |  |  |

1. **BID EVALUATION**

Each bid will be inspected by a Bid Evaluation Committee comprising at least three (3) and at the maximum four (4) ILS appointed Bid Inspectors for a duration of maximum three (3) nights – four (4) days.

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Bid Evaluation Committee** | **M** | **NO** | **YES** |
| We commit to pay a non-refundable 8,000 Euro bid evaluation fee. We understand that this fee will cover the cost for accommodation, meals, local transportation for the Bid Evaluation Committee members and administration support costs of the site visit and bid eva­lu­ation process administration. | **M** |  |  |
| We commit to cost-share, with other bidders, the airfares costs for Bid Evaluation Committee travel in economy class. | **M** |  |  |

1. **COORDINATION COMMITTEE (CO-COM)**

Every Host Organisation has to organise and pay at least one on-site face-to-face Co-Com Meeting per year. The ILS will designate a maxi­mum of three (3) representatives in the Co-Com and the Host Organisation also a maximum of three (3) representatives. The highest authority in the ILS present will act as Co-Com Chair.

We commit to organise:

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Coordination Committee Meeting (Co-Com Meeting)** | **M** | **NO** | **YES** |
| One Co-Com Meeting in 2019 | **M** |  |  |
| One Co-Com Meeting in 2020 | **M** |  |  |
| One Co-Com Meeting in 2021 | **M** |  |  |
| One Co-Com Meeting in 2022 (if the competition is after April 2022) | **M** |  |  |

We commit to fund:

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Coordination Committee Meeting (CoCom Meeting)**  For every Co-Com Meeting, the Host Organisation has to organise and pay the following: | **M** | **NO** | **YES** |
| - International Transport (economy class ticket) | **M** |  |  |
| - Local Transport | **M** |  |  |
| - Accommodation (preferably in the host hotel) | **M** |  |  |
| - Food and drinks (three meals per day and soft drinks) | **M** |  |  |
| - Other costs such as meeting room rental costs, equipment rental costs, copying costs, tea/coffee break costs, translators, etc. | **M** |  |  |

With the approval of the ILS, some Co-Com meetings can be held through a electronic meeting (voice over internet, skype, …).

1. **LIFESAVING WORLD CHAMPIONSHIPS 2020**

We commit to delegate:

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| **LWC 2020** | **M** | **NO** | **YES** |
| The Host Organisation must delegate at least three key people for at least 14 days at the 2020 Lifesaving World Championships (LWC 2020). | **M** |  |  |

1. **INTERNATIONAL TRANSPORT**

**Please tick the appropriate answer.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The Host Organisation agrees to pay the Interna­­tional Transport to the LWC 2022:   * Airfare: return air ticket in Economy Class. * Rail Fare: Second Class Train Ticket. * Car Fare: 0,40 Euro per km for transport by car. | | **M** | **NO** | **YES** |
| For the ILS President | | **M** |  |  |
| For the ILS Secretary General | | **M** |  |  |
| For the 4 ILS Vice Presidents | |  |  |  |
| For the 14-16 ILS Board Members | |  |  |  |
| For the Chair of the ILS Sport Commission | | **M** |  |  |
| For the Secretary of the ILS Sport Commission | | **M** |  |  |
| For the ILS Events Director | | **M** |  |  |
| For two (2) ILS Staff Members | | **M** |  |  |
| For two (2) ILS Registration/Entries/Results Handlers | | **M** |  |  |
| For ten (10) designated International Technical Officials (Chief Referees) | | **M** |  |  |
| For the International Technical Officials | |  |  |  |
| For ILS Commission Chairs | |  |  |  |
| For ILS Committee Chairs and Members | |  |  |  |
| For the National Teams | |  |  |  |
| For the Interclub Teams | |  |  |  |
| For the Masters | |  |  |  |
| For IRB Teams | |  |  |  |
| For Surfboat Teams | |  |  |  |
| For other people | |  |  |  |
| Please detail to who |  | | | |

1. **AIRPORT TRANSPORT**

**Please tick the appropriate answer.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The Host Organisation agrees to take care of the transport or costs from the closest Airport to the HQ Hotel and back to the Airport. | | **M** | **NO** | **YES** |
| For the VIP’s | |  |  |  |
| For the ILS President | | **M** |  |  |
| For the ILS Secretary General | | **M** |  |  |
| For the 4 ILS Vice Presidents | | **M** |  |  |
| For the 14-16 ILS Board Members | | **M** |  |  |
| For the Chair of the ILS Sport Commission | | **M** |  |  |
| For the Secretary of the ILS Sport Commission | | **M** |  |  |
| For the ILS Events Director | | **M** |  |  |
| For two (2) ILS Staff Members | | **M** |  |  |
| For two (2) ILS Registration/Entries/Results Handlers | | **M** |  |  |
| For ten (10) designated International Technical Officials (Chief Referees) | | **M** |  |  |
| For the International Technical Officials | |  |  |  |
| For ILS Commission Chairs and Members | |  |  |  |
| For ILS Committee Chairs and Members | |  |  |  |
| For the National Teams | |  |  |  |
| For the Interclub Teams | |  |  |  |
| For the Masters | |  |  |  |
| For the IRB Teams | |  |  |  |
| For the Surfboat Teams | |  |  |  |
| For other people | |  |  |  |
| Please detail to who |  | | | |

1. **LOCAL TRANSPORT**

**Please tick the appropriate answer.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The Host Organisation agrees to pay or to take care of the local transport from the HQ Hotel to the competition venues and return). | | **M** | **NO** | **YES** |
| For the VIP’s | |  |  |  |
| For the ILS President (one car during at least 20 days) | | **M** |  |  |
| For the ILS Secretary General (one car during at least 20 days) | | **M** |  |  |
| For the 16-18 ILS Board Members (one bus during at least 10 days) | | **M** |  |  |
| For the Chair of the ILS Sport Commission (one car during at least 20 days) | | **M** |  |  |
| For the Secretary of the ILS Sport Commission (one car during at least 20 days) | | **M** |  |  |
| For the ILS Events Director (one car during at least 20 days) | | **M** |  |  |
| For two (2) ILS Staff Members (one car during at least 10 days) | | **M** |  |  |
| For ten (10) designated International Chief Referees  (one car or mini-bus during at least 15 days) | | **M** |  |  |
| For the International Technical Officials  (at least four busses during at least 15 days) | | **M** |  |  |
| For two (2) ILS Registration/Entries/Results Handlers  (one car during at least 15 days) | | **M** |  |  |
| For ILS Commission Chairs and Members | |  |  |  |
| For ILS Committee Chairs and Members | |  |  |  |
| For the National Teams | |  |  |  |
| For the Interclub Teams | |  |  |  |
| For the Masters | |  |  |  |
| For the IRB Teams | |  |  |  |
| For the Surfboat Teams | |  |  |  |
| For other people | |  |  |  |
| Please detail to who |  | | | |

1. **ACCOMMODATION**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| HQ Hotel | **M** | **NO** | **YES** |
| The Host Organisation guarantees to reserve at least 70 rooms in the HQ Hotel for at least 10 nights up until 60 days prior to the event. After that there is no guarantee required. | **M** |  |  |

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| The Host Organisation agrees to provide and to pay the accommodation in the HQ Hotel for the following individuals: | **M** | **NO** | **YES** |
| For the ILS President (mandatory for 20 nights, preferably in a suite) | **M** |  |  |
| For the ILS Secretary General (mandatory for 20 nights, preferably in a suite) | **M** |  |  |
| For the 4 ILS Vice Presidents |  |  |  |
| For the 14-16 ILS Board Members |  |  |  |
| For two (2) ILS Staff Members (mandatory for 20 nights per person) | **M** |  |  |

**Please tick the appropriate answer.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The Host Organisation agrees to provide and to pay the accommo­dation in the HQ Hotel or any other suitable hotel close to the competition venue for the following individuals: | | **M** | **NO** | **YES** |
| For the Chair of the Sport Commission  (mandatory for 20 nights, preferably in a suite) | | **M** |  |  |
| For the Secretary of the Sport Commission  (mandatory for 20 nights, preferably in a suite) | | **M** |  |  |
| For the Events Director (mandatory for 20 nights) | | **M** |  |  |
| For ten (10) designated International Chief Referees  (mandatory for 15 nights each) | | **M** |  |  |
| For two (2) ILS Registration/Entries/Results Handlers  (mandatory for 20 nights each) | | **M** |  |  |
| For the International Technical Officials | |  |  |  |
| For ILS Commission Chairs and Members | |  |  |  |
| For ILS Committee Chairs and Members | |  |  |  |
| For the National Teams | |  |  |  |
| For the Interclub Teams | |  |  |  |
| For the Masters | |  |  |  |
| For the IRB Teams | |  |  |  |
| For the Surfboat Teams | |  |  |  |
| For other people | |  |  |  |
| Please detail to who |  | | | |

1. **Food and Drinks**

**Please tick the appropriate answer.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The Host Organisation agrees to provide and to pay the meals (breakfast, lunch and dinner) and soft drinks during these meals for the following individuals: | | **M** | **NO** | **YES** |
| For the VIP’s | |  |  |  |
| For the ILS President (mandatory for 20 days) | | **M** |  |  |
| For the ILS Secretary General (mandatory for 20 days) | | **M** |  |  |
| For the 4 ILS Vice Presidents | |  |  |  |
| For the 14-16 ILS Board Members | |  |  |  |
| For the Chair of the Sport Commission (mandatory for 20 days) | | **M** |  |  |
| For the Secretary of the Sport Commission (mandatory for 20 days) | | **M** |  |  |
| For the ILS Events Director (mandatory for 20 days) | | **M** |  |  |
| For two (2) ILS Staff Members (mandatory for 20 days) | | **M** |  |  |
| For ten (10) designated International Chief Referees  (mandatory for 15 days each) | | **M** |  |  |
| For two (2) ILS Registration/Entries/Results Handlers  (mandatory for 20 days each) | | **M** |  |  |
| For ILS Commission Chairs and Members | |  |  |  |
| For ILS Committee Chairs and Members | |  |  |  |
| For the National Teams | |  |  |  |
| For the Interclub Teams | |  |  |  |
| For the Masters | |  |  |  |
| For the IRB Teams | |  |  |  |
| For the Surfboat Teams | |  |  |  |
| For other people | |  |  |  |
| Please detail to who |  | | | |

It should be noted that some 250-300 International Technical Officials are needed for the competitions. They all travel, are accommodated, eat and drink at their own expense and deliver all their free time and money voluntarily to officiate at the World Championships. The return that should be provided by the Host Organisation is detailed hereunder.

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| The Host Organisation agrees to provide and to pay the following to the International and National Technical Officials | **M** | **NO** | **YES** |
| A separate Technical Officials room or place in the Swimming Pool and in the Lifesaving Village at the beach | **M** |  |  |
| Soft drinks during the competitions (morning and afternoon) | **M** |  |  |
| Lunch meals or lunch packets during the competitions | **M** |  |  |
| Two additional drink coupons per working day and per Technical Official | **M** |  |  |

1. **Clothes**

**Please tick the appropriate answer.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The Host Organisation agrees to provide and to pay the clothing for the following individuals | | **M** | **NO** | **YES** |
| For the ILS President | |  |  |  |
| For the ILS Secretary General | |  |  |  |
| For the 4 ILS Vice Presidents | |  |  |  |
| For the 14-16 ILS Board Members | |  |  |  |
| For the Chair of the Sport Commission | | **M** |  |  |
| For the Secretary of the Sport Commission | | **M** |  |  |
| For two (2) ILS Staff Members | |  |  |  |
| For the ILS Events Director | | **M** |  |  |
| For ten (10) designated International Chief Referees | | **M** |  |  |
| For the (300) International Technical Officials | | **M** |  |  |
| For two (2) ILS Registration/Entries/Results Handlers | | **M** |  |  |
| For the (150-200) volunteers | | **M** |  |  |
| For the (50-100) workforce (as per the ILS specifications) | | **M** |  |  |
| For the competitors: fluorescent lycra vests.  Each competitor must wear a fluorescent lycra vests to participate in any open water event. For a vest, the Host Organisation is encouraged to use sponsorship to cover the costs. Sponsorship prints on the vests must be in accordance with ILS specifications and must be submitted for approval to the ILS. If no sponsorship is secured, the Host Organisation can charge a maximum of 15 Euro per vest per individual participating in the beach/ocean competitions (VAT included). | | **M** |  |  |
| For other people | | |  |  |
| Please detail to who |  | | | |

The minimum clothing for International Technical Officials is in accordance with the following table:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Clothing** | 2-3 days  of work | 4-5 days  of work | 6-7 days  of work | 8+ days  of work |
| Hat or Cap  (with the LWC 2022 logo) | 1 | 1 | 1 | 1 |
| Polo shirt  (with the LWC 2022 logo on the front and the letters “TECHNICAL OFFICIAL” on the back) | 2 | 2 | 3 | 3 |
| Short (with minimum two pockets) | 1 | 1 | 2 | 2 |
| Jacket or wind stopper (with the LWC 2022 logo on the front and the letters “TECHNICAL OFFICIAL” on the back) | 1 | 1 | 1 | 1 |

1. **COMPETITION EQUIPMENT**

**Please tick the appropriate answer.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The Host Organisation shall be responsible for the provision of the equipment required for all lifesaving world championship events. | | **M** | **NO** | **YES** |
| At least 24 Manikins (24 + 4 extra recommended) | | **M** |  |  |
| At least 8 Manikins in the training and warm up pools | | **M** |  |  |
| At least 18 Obstacles in the competition pool (16 + 2 extra) | | **M** |  |  |
| At least 8 Obstacles in the training and warm up pools | | **M** |  |  |
| Al least 18 Rescue Tubes in the competition pool (16 + 2 extra) | | **M** |  |  |
| At least 8 Rescue Tubes in the training and warm up pools | | **M** |  |  |
| Batons for Relays and Beach Flags Events (32 + 2 extra) | | **M** |  |  |
| Rescue Tubes for Ocean Events (18 + 2 extra) | | **M** |  |  |
| At least four sets of Ocean marker buoys | | **M** |  |  |
| At least 18 Throw Lines in the competition pool (16 + 2 extra) | | **M** |  |  |
| At least 4 Throw Lines in the training and warm up pools | | **M** |  |  |
| SERC equipment as requested by the SERC Referee(s) | | **M** |  |  |
| Is there adequate and experienced manpower for the handling of the competition equipment? | | **M** |  |  |
| Is there back-up equipment available? | |  |  |  |
| List the Back-up equipment |  | | | |
| Will it be available for training for two days prior to the competition |  | | | |
| Other: please specify |  | | | |

**Please tick the appropriate answer.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The Host Organisation shall be responsible for the provision of the equipment that can be used by competitors free of charge and that belong to the “equipment pool”. | | **M** | **NO** | **YES** |
| At least 24 Surf Skis and paddles | | **M** |  |  |
| At least 24 Racing Boards | | **M** |  |  |
| At least 12 IRB and engines with propeller protection or guards | | **M** |  |  |
| At least 8 identical Surf Boats | | **M** |  |  |
| What other equipment will be available in the “equipment pool” for pool competitors |  | | | |
| What other equipment will be available in the “equipment pool” for Ocean competitors |  | | | |
| Will it be available for training for two days prior to the competition |  | | | |
| Other: please specify |  | | | |

1. **TIMING AND SCORING EQUIPMENT AND RESULT HANDLING**

The ILS will make available, free of charge a Competition Management System. The ILS will manage all registrations and will manage and provide to each participant a personalised accreditation card. The ILS will provide and manage the entry system and the result handling system.

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| The ILS will provide the Registration/Entry/Result system and two (2) staff to manage the registration, the entry system and the result handling system. The Host Organisation is responsible for the provision of the additional Timing and Scoring staff and equipment. | **M** | **NO** | **YES** |
| The Host Organisation will provide the timing equipment in the pool. | **M** |  |  |
| The Host Organisation will provide the timing equipment on the beach/ocean. | **M** |  |  |
| The Host Organisation will provide the necessary staff to support the ILS staff in handling the timing and scoring for the complete competition and per venue. | **M** |  |  |
| The Host Organisation will provide a high-speed internet link at all competition venues. | **M** |  |  |
| The Host Organisation will provide the necessary equipment to transfer the data online. | **M** |  |  |
| The Host Organisation will provide at least two laser printers with toner per competition venue. | **M** |  |  |
| The Host Organisation will provide at least one copy machine per competition venue: with automatic feeder, automatic sorter, all paper and ink, toners, maintenance and a technician to handle the machine(s). | **M** |  |  |
| The Host Organisation will provide the necessary administration amenities such as tape, scissors, pens, erasers, markers, etc. | **M** |  |  |
| The Host Organisation will provide the necessary competition stationary, such as recording sheets, appeal forms, receipt book (for appeals), etc. | **M** |  |  |
| The Host Organisation will provide at least 8 electric outlets per venue | **M** |  |  |
| The Host Organisation will provide the on-site specialists to work with the ILS staff for the result handling and distribution. | **M** |  |  |
| The Host Organisation will provide an operational communication system between the result handling area and the competition area and within each of the sports disciplines/competition areas. | **M** |  |  |
| The results service shall be available for transmission at the ILS cost to the central data processing system of the international agencies recognised by the ILS. Such service shall also be available at no additional cost to accredited media and other persons designated by the ILS Board of Directors. | **M** |  |  |

1. **PROMOTIONS AND PUBLICATIONS**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| The Host Organisation agrees to provide and to take care of the costs of the following: | **M** | **NO** | **YES** |
| The publication of at least 6.000 copies of a programme booklet in English (and optional in local language) as per the specifications provided by the ILS. The programme booklet must be approved by the ILS before publication. | **M** |  |  |
| The publication of at least 5.000 folders and pamphlets to promote the event. | **M** |  |  |
| The publication of all competition forms and sheets. | **M** |  |  |
| The publication of a daily newspaper (on minimum 2.000 copies). | **M** |  |  |

1. **MEDIA FACILITIES AND SERVICES**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| The Host Organisation agrees to provide and to take care of the costs of the following: | **M** | **NO** | **YES** |
| The facilities, services and other requirements for the written and photographic press at LWC 2022. The press room, tables, chairs, copiers, Wi-Fi link, press clothing, bibs, lunches, soft drinks, etc. | **M** |  |  |
|  |  |  |  |
|  |  |  |  |

1. **DOPING CONTROL**

**Please tick the appropriate answer.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **DOPING CONTROL SPECIFICATIONS** | **M** | **NO** | **YES** | |
| Can you guarantee that the Host Organisation will abide by the ILS Anti-Doping Control Rules? | **M** |  |  |
| Can you guarantee that the Host Organisation has the results of the doping control tests available within 24 hours of the tests being taken? |  |  |  |
| Will the Hosting Organisation provide at the minimum 40 doping tests free of charge? | **M** |  |  |

1. **ENTRY FEES**

The Entry Fee may not exceed 75 Euro per competitor in the National Teams Competitions, the Masters Competition and the Interclub Competition. The Entry Fee may not exceed 360 Euro per National Teams and Interclub Teams and 260 Euro for Masters Teams, IRB or Surfboat Crews. The above is only valid for normal registration. Late registrations can be penalised with a higher Entry Fee than the above.

|  |  |  |
| --- | --- | --- |
| **YOUR ENTRY FEE SPECIFICATIONS** | **EURO** | |
| Open National Teams Entry Fee per Competitor (\*)  (per competitor: maximum 75 Euro) |  | |
| Youth National Teams Entry Fee per Competitor (\*)  (per competitor: maximum 75 Euro) |  | |
| Open Interclub Teams Entry Fee per Competitor (\*)  (per competitor: maximum 75 Euro) |  | |
| Youth Interclub Teams Entry Fee per Competitor (\*)  (per competitor: maximum 75 Euro) |  | |
| Masters Entry fee per Competitor (\*)  (per competitor: maximum 75 Euro) |  | |
| IRB National Teams Competitions Entry Fee per Competitor (\*)  (per competitor: maximum 75 Euro) |  | |
| IRB Interclub Teams Competitions Entry Fee per Competitor (\*)  (per competitor: maximum 75 Euro) |  | |
| Open National Teams Entry fee per Team (\*)  (per Open National Team of at least 4 competitors: maximum 360 Euro) |  | |
| Youth National Teams Entry fee per Team (\*)  (per Youth National Team of at least 4 competitors: maximum 360 Euro) |  | |
| Open Interclub Teams Entry Fee per Team (\*)  (per Open Interclub Team of at least 4 competitors: maximum 360 Euro) |  | |
| Youth Interclub Teams Entry Fee per Team (\*)  (per Open Interclub Team of at least 4 competitors: maximum 360 Euro) |  | |
| Masters Competitions Entry Fee per Team (\*)  (per Masters Team of at least 3 competitors: maximum 260 Euro) |  | |
| IRB Competitions Entry fee per National Team (\*)  (per IRB Crew of at least 3 competitors: maximum 260 Euro) |  | |
| IRB Competitions Entry fee per Interclub Team (\*)  (per IRB Crew of at least 3 competitors: maximum 260 Euro) |  | |
| Surfboats Competition Entry Fee per Team (\*)  (per Crew of at least 5 competitors: maximum 260 Euro) |  | |
| Other Events |  | |
| Will there be a difference in Entry Fee for Early registration,  Normal registration and Late registration ? | NO: | YES: |
| If yes, please specify:   * Early (maximum 55 Euro per competitor) * Normal (maximum 75 Euro per competitor) * Late (30 days before the start of the competition: max. 120 Euro per competitor) * Very Late (less than seven days before the start of the competition: maximum 200 Euro per competitor) |  | |
| What will be the Normal Entry Fee for developing nations per competitor |  | |

(\*) One entry fees for all events in this Championship.

1. **DEVELOPMENT – ENCOURAGING PARTICIPATION FROM DEVELOPING NATIONS**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| Development | **M** | **NO** | **YES** |
| Will accommodation that is low or at no cost be provided to teams and individual participants from Category C nations (\*)? | **M** |  |  |
| (Please describe) | | | |
| Will general assistance (e.g. ground transportation, chaperones, guides, coaches, etc.) be made available to teams from Category C nations (\*\*)? | **M** |  |  |
| (Please describe) | | | |
| Will unrestricted grants of funds be offered to the ILS to direct to developing nations to allow or encourage their participation? |  |  |  |
| (Please describe) | | | |
| Please list any other actions, not already noted, that will be taken to encourage and assist participation of teams from Category C nations (\*)? |  |  |  |
| (Please describe) | | | |
| List any actions you would intend to take to encourage the involvement of youth in lifesaving. | | | |
|  | | | |

(\*) Category C Nations are: Afghanistan, Albania, **Algeria**, American Samoa, Angola, **Antigua and Barbuda**, **Argentina**, Armenia, Aruba, Azer­baijan, **Bangladesh**, Belarus, Belize, Benin, Bermuda, Bhutan, Bolivia, **Bosnia and Herzegovina**, Botswana, **Brazil**, **British Virgin Islands**, Burkina Faso, Burundi, Cambodia, **Cameroon**, Cape Verde, Cayman Islands, Central African Republic, Chad, **Chile**, **Colombia**, Comoros, Congo-Brazzaville, Congo-Kinshasa, **Costa Rica**, Côte d'Ivoire, Cuba, **Czech Republic**, Djibouti, Dominica, Dominican Republic, **Ecuador**, **Egypt**, El Salvador, Equatorial Gui­nea, Eritrea, **Estonia**, Ethiopia, **Fiji**, Gabon, Gambia, Georgia, **Ghana**, Grenada, Guam, Guate­mala, Guinea, Guinea Bissau, Guyana, **Haiti**, Honduras, **Hungary**, **India**, **Indo­nesia**, **Iran**, Iraq, **Jamaica**, **Jordan**, Kazakhstan, **Kenya**, Kiribati, Korea North, Kyrgyz Republic, Laos, **Latvia**, Lebanon, **Lesotho**, **Liberia**, Libya, **Lithuania**, Macau, **Macedonia**, Mada­gascar, Malawi, Maldives, Mali, **Malta**, Mauritania, **Malaysia**, Marshall Islands, **Mauritius**, Mayotte, **Mexico**, Micronesia Federal States, Moldova, Mongolia, Montenegro, **Morocco**, Mozambique, Myanmar, Namibia, Nauru, Nepal, Nicaragua, Niger, Nigeria, Northern Marianas Islands, Oman, **Pakistan**, Palau Islands, **Palestine**, Panama, Papua New Guinea, Para­guay, **Peru**, **Philippines**, Puerto Rico, Rwanda, Saint Kitts and Nevis, **Saint Lucia**, Saint Vincent and the Grenadines, Samoa (Western), Sao Tome and Principe, **Saudi** **Arabia**, Senegal, **Serbia**, Seychelles, Sierra Leone, **Slovak Republic**, **Slovenia**, Solomon Islands, Somalia, **South Africa**, South Sudan, **Sri Lanka**, **Sudan**, **Suriname**, **Swaziland**, **Syria**, Tajikistan, **Tanzania**, **Thailand**, Timor-Leste, **Togo**, Tonga, Trinidad and Tobago, **Tunisia**, Turk­menistan, Tuvalu, **Uganda**, **Ukraine**, **Uruguay**, Uzbekistan, US Virgin Islands, Vanuatu, **Venezuela**, Vietnam, Yemen, Zambia, Zimbabwe.

**In bold: Nations member of the ILS in 2016.**

1. **MEDIA AND BROADCAST**

**Please tick the appropriate answer.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Media and Broadcast Specifications | | **M** | **NO** | **YES** |
| Will the Host Organisation provide Media Coverage? | | **M** |  |  |
| Will a Press Conference be organised? | | **M** |  |  |
| Will there be Media coverage (written photo and internet)? | | **M** |  |  |
| Will there be Television coverage? | | **M** |  |  |
| Can you confirm that the proposed Host Broadcaster will broadcast the events in the host country? | | **M** |  |  |
| If, yes will it be live | | |  |  |
| Will it be delayed | | |  |  |
| Will it be both | | |  |  |
| Estimated Number of Hours | | | Hours | |
| Name of the Proposed Host Broadcaster | |  | | |
| Will there be coverage provided via Social Networking Media? | | **M** |  |  |
| Will the Host Organisation produce a DVD of the event (minimum 60 minutes) | | **M** |  |  |
| Will the DVD be provided free of charge to all participating National Lifesaving Federations | |  |  |  |
| If the DVD is not provided free of charge, what will be the cost | | Euro | | |
| Other, please specify |  | | | |

1. **BRANDING OF THE EVENT**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| The Host Organisation commits to: | **M** | **NO** | **YES** |
| Providing sufficient space at the competition venues to display at least 30 ILS-branded World Championships banners. | **M** |  |  |
| Provide sufficient space at the competition venues to display at least 30 ILS-branded World Championship feather. | **M** |  |  |
| Display the ILS flag at all competition sites when competitions are held. | **M** |  |  |
| Play the ILS Song at the start of each competition day. | **M** |  |  |
| Display the flags of the participating nations at the competition sites. |  |  |  |

1. **MEDALS, TROPHIES AND FLAGS**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| The Host Organisation commits to: | **M** | **NO** | **YES** |
| The Host Organisation commits to produce at least 1.100 Gold, 1.100 Silver and 1.100 Bronze medals  (The medals must at the minimum be 7x7 cm and include the event logo on the front of the medal and the ILS logo on the back of the medal. The ribbon (minimum 3 cm wide) must include the words “Lifesaving World Championships 2022 and the Event Logo). | **M** |  |  |
| The Host Organisation agree that, before any medal is produced, the design of the medal (recto-verso) and the ribbon will be submitted for approval to the ILS. | **M** |  |  |
| The Host Organisation agree to provide at least three flags per nation competing at the National Teams championships. All flags must have the same size. | **M** |  |  |
| The Host Organisation commits to produce at least 32 trophies  (22 for the winning teams, 5 for the second and 5 for the third teams. | **M** |  |  |
| The Host Organisation commits to provide at least one medal presentation area for the pool and one for the beach competitions (\*). | **M** |  |  |
| The Host Organisation commit to play the national anthem of the gold medal winner at the victory ceremony of the National Teams (Open and Youth) World Championships. | **M** |  |  |
| The Host Organisation commit to play a part of the ILS Song at the victory ceremony of the Interclub World Championships (Open, Youth, Masters, IRB, Surfboat and Extra Events) | **M** |  |  |

(\*) A medal presentation area must include the following:

* A dedicated area in the pool that include flags and a wide banner behind the podium with the event logo and partner’s logo’s surrounding the ILS logo. On the beach, such is in a medal presentation tent.
* A medal presentation area where medal winners, presenters and medal carriers assemble/marshal. On the beach this is obligatory in a second tent adjacent to the medal presentation tent.
* A three-level podium: the highest level in the centre for the gold medallist, to the right is a lower one for the silver medallist, and to the left of the gold medallist is an even lower platform for the bronze medallist. The sections of the podium are at least 1 m deep and 2 m wide. The front of the podia has the figures 2, 1 and 3 respectively.
* Public announcement systems, master of ceremony rostrum and microphones, a music system.
* Chairs for medal presenters.
* A flag raising system or flags can be raised on a wide screen.

1. **SPORTS SYMPOSIUM**

If a Sports Symposium is organised, the Host Organisation shall take care of the rental costs of all rooms necessary for the conduct of the Symposium. The Host Organisation can however charge a participation fee to the participants. The bidding organisation will liaise with the ILS Sports Commission Chair and Secretary on the programme for the Sports Symposium.

|  |  |  |
| --- | --- | --- |
| **VENUE SPECIFICATIONS** | | |
| Name of Facility |  | |
| Will you provide free of charge morning and afternoon coffee/tea | NO: | YES: |
| Will you charge a participation fee to the participants | NO: | YES: |
| If yes, how much will you charge for the Symposium? | Euro | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| List of the Rooms that could be used in the venue with their size, capacity and special feature | | | | | |
| **Number** | **Name** | **Length** | **Width** | **Height** | **Capacity** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Please add a digital map of the venue and locate all available rooms on the Map. Please indicate if temporary overlays are used.

|  |
| --- |
|  |

1. **SPORTS EXHIBITION**

If a Sports Exhibition is organised, the Host Organisation shall take care of the rental costs of all rooms necessary for the conduct of the Exhibition. The Host Organisation can however charge an exhibition fee to the exhibitors. The exhibition entry should be free for the participants.

|  |  |  |
| --- | --- | --- |
| **VENUE SPECIFICATIONS** | | |
| Name of Facility |  | |
| Will you provide free of charge morning and afternoon coffee/tea | NO: | YES: |
| Will you charge an exhibition fee to the exhibitors | NO: | YES: |
| If yes, how much will you charge for e.g. 9 m2 of exhibition space? | Euro | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| List of the Rooms that could be used in the venue with their size, capacity and special feature | | | | | |
| **Number** | **Name** | **Length** | **Width** | **Height** | **Capacity** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Please add a digital map of the venue and locate all available rooms on the Map. Please indicate if temporary overlays are used (such as tents, containers, etc.).

|  |
| --- |
|  |

1. **SPORTS SYMPOSIUM – EXHIBITION EQUIPMENT**

**Please tick the appropriate answer.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| If a conference is organised, the Host Organisation will provide: | | **M** | **NO** | **YES** |
| At least one portable computer in the Symposium Room | |  |  |  |
| At least one computer projector (data projector) | |  |  |  |
| A good sound system with at least 6 fixed and 2 walking microphones | |  |  |  |
| A screen (minimum 4 by 3 metres) | |  |  |  |
| Information – bulletin Boards | |  |  |  |
| Air conditioned rooms | |  |  |  |
| Other, please specify |  | | | |

1. **ILS HEADQUARTERS – ILS SECRETARIAT – ILS HOSPITALITY VENUE**

The ILS Secretariat is preferably in the HQ Hotel or in the venue where the meetings will be organised.

|  |  |
| --- | --- |
| **VENUE** | |
| Name of Facility |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| List of the Rooms that could be used in the venue with their size, capacity and special feature | | | | | |
| **Number** | **Name** | **Length** | **Width** | **Height** | **Capacity** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Please add a digital map of the venue and locate all available rooms on the Map. Please indicate if temporary overlays are used (such as tents, containers, etc.).

|  |
| --- |
|  |

1. **HEADQUARTERS EQUIPMENT**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| The Host Organisation agrees to provide and to take care of the costs of the following equipment for the ILS Headquarters staff and volunteers | **M** | **NO** | **YES** |
| At least 4 tables and 10 chairs | **M** |  |  |
| At least two modern computers with screen, mouse, keyboards, etc. | **M** |  |  |
| At least two laser printers with toner from which one is a colour laser printer | **M** |  |  |
| At the minimum one copy machine with automatic feeder and automatic sorter with all ink, toners, maintenance, technician | **M** |  |  |
| At least 5,000 pages of white copy paper | **M** |  |  |
| At least two multi-lingual helpers for document handling | **M** |  |  |
| Office supply | **M** |  |  |
| At least two internet connections | **M** |  |  |
| At least two telephones with International dialling possibilities | **M** |  |  |

1. **COFFEE AND TEA BREAKS AT OFFICIAL MEETINGS**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| The Host agrees to cover the morning and afternoon Coffee/Tea breaks for the following events: | **M** | **NO** | **YES** |
| Board of Directors Meeting  (maximum 2 days – 25 people + 30 observers) | **M** |  |  |
| Sports Commission Meetings  (maximum 2 days – 15 people + 15 observers) | **M** |  |  |
| Rescue Commission Meetings  (maximum 2 days – 15 people + 15 observers) | **M** |  |  |
| Drowning Prevention and Public Education Commission Meetings  (maximum 2 days – 15 people + 15 observers) | **M** |  |  |
| Business Commission Meetings  (maximum 2 days - 15 people + 10 observers) | **M** |  |  |
| For other events (please detail) | |  |  |
|  | | | |

1. **LUNCHES DURING THE OFFICIAL MEETINGS**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| The Host Organisation agrees to cover the lunches (sandwiches and soft drinks) for the following events: | **M** | **NO** | **YES** |
| Board of Directors Meeting  (maximum 2 days – 25 people + 30 observers) | **M** |  |  |
| Sports Commission Meetings  (maximum 2 days – 15 people + 15 observers) | **M** |  |  |
| Rescue Commission Meetings  (maximum 2 days – 15 people + 15 observers) | **M** |  |  |
| Drowning Prevention & Public Education Commission Meetings  (maximum 2 days – 15 people + 15 observers) | **M** |  |  |
| Business Commission Meetings  (maximum 2 days – 15 people + 10 observers) | **M** |  |  |
| For other events (please detail) | |  |  |
|  | | | |

1. **MISCELLANEOUS INFORMATION**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| Miscellaneous Information | **M** | **NO** | **YES** |
| The ILS is requesting from each Host Organisation to have a current comprehensive insurance cover for all people involved in the competition. Do you comply with this request? | **M** |  |  |
| The ILS is requesting at each Board of Director’s Meeting a Progress Report from the Host Organisation. Such should also be foreseen in the budget. Do you comply with this request? | **M** |  |  |
| The ILS is requesting a Final Report from the Host Organisation including a financial report. Such should also be foreseen in the budget. Do you comply with this request? | **M** |  |  |
| Does National Law prohibit or effect in any way the advertising of alcohol products? |  |  |  |

1. **DRAFT FINANCIAL PLAN**

The Host Organisation must submit a financial plan in word, pdf or in excel format. The financial plan must be submitted together and at the same time as this Bid Application Form. A Financial Template was produced as an example and is added to the bid documents.

A Host Organisation must ensure that, in its file and at its oral presentation to the Board of Director’s Meeting, it gives only such undertakings as it is certain it will be able to fulfil. All promises must be included in the bidding documents and be in writing. All promises and commitments must be duly signed by a person that can commit the Host Organisation by his/her signature.

Furthermore:

* The draft Financial Plan must be balanced or positive.
* All amounts shall be calculated including all service and governmental levies and taxes.
* The expenses should reflect the total budgeted amounts to be taken care of by the Bidding/Host Organisation. The amounts also include the estimated part of the expenses that are covered by contributions of value in kind (VIK).
* The total contribution by value in kind should be summarised in the "Income" under the heading "Value in Kind" (VIK). The budgeted amounts shall be categorised by nature and not by the headings in the "Expenses" chapter. The reason being is that the various contributions are mostly scattered beyond the different headings.

1. **OTHER PLANS**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| Plans | **M** | **NO** | **YES** |
| The Host Organisation agrees to submit a Project Plan with critical paths, commencement and termination dates of the projects in order to allow ILS to follow the realisations against plans. The Project Plan must be submitted within 3 months after the agreement is signed and ILS need to approve it. | **M** |  |  |
| The Host Organisation agrees to provide at least six months before the start of the Championship a Safety and Emergency Plan. | **M** |  |  |
| The Host Organisation agrees to provide at least six months before the start of the Championship a Relocation Contingency Plan. | **M** |  |  |
| The Host Organisation agrees to provide at least six months before the start of the Championship a copy of the Insurance cover to the ILS. | **M** |  |  |
| The Host Organisation agrees to provide at least six months before the start of the Championship a copy of the Transport Plan to the ILS. | **M** |  |  |

1. **TRANSLATION**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| Translation | **M** | **NO** | **YES** |
| The Host Organisation agrees to provide English speaking attachés and/or translators in case the championship is organised in a non-English speaking nation. | **M** |  |  |

1. **REPORTING**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| Reporting | **M** | **NO** | **YES** |
| The Host Organisation will provide, in writing, regular updates of the progress made to the ILS HQ. At least once in 2019 and 2020 and each six months in 2021 and 2022. | **M** |  |  |
| The Host Organisation will provide at each Board of Director’s meeting a written progress report (can be in digital format). | **M** |  |  |
| The Host Organisation will guarantee that a senior official (who can commit the organisation) should annually and physically be present at ILS Board of Director’s Meeting and provide an oral progress report. | **M** |  |  |
| The Host Organisation will provide, within six months after the conclusion of the event, a final report of the event, including a financial overview. | **M** |  |  |

1. **PROTOCOLS AND OPERATIONANS MANUAL**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| Reporting | **M** | **NO** | **YES** |
| The Host Organisation herewith confirms that it will follow the ILS Protocols and Operational Manuals. | **M** |  |  |

1. **RIGHTS FEES AND ADDITIONAL INCENTIVES**

The Rights Fees for the 2022 Lifesaving World Championships are 350.000 Euro. The payment schedule is detailed below. The ILS would like to encourage you to offer additional and special incentives in any area which could make your bid more attractive, as has been the case in the past with successful candidatures. All incentives must be included in writing in the Bid.

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| Rights Fees and Additional Incentives | **M** | **NO** | **YES** |
| The Host Organisation agrees to provide to the ILS a non-refundable 350,000 Euro bids rights fee. The fee will be paid as follows:   * Before 1 June 2019: 87,500 Euro * Before 1 June 2020: 87,500 Euro * Before 1 June 2021: 87,500 Euro * Before 1 June 2022: 87,500 Euro | **M** |  |  |
| The Host Organisation agrees to provide the following additional incentives (please list below): |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. **THE LWC 2022 WEB SITE**

The Host Organisation agrees to develop a LWC 2022 Website with the capability to allow for a secure and workable link to the ILS competition management system. The LWC 2022 website will be live on-line from the day concluding the previous Lifesaving World Championship (the day after the conclusion of the LWC 2020 event).

1. **PERFORMANCE BOND**

**Please tick the appropriate answer.**

|  |  |  |  |
| --- | --- | --- | --- |
| Performance Bond | **M** | **NO** | **YES** |
| On signing the LWC 2022 the Host contract, the Host Organisation agrees to lodge a 35,000 Euro Performance Bond. The Performance Bond will be returned to the Host Organisation following the complete fulfilment of the LWC 2022 contract. If the contract is not fulfilled the ILS retains the right to cover any shortfall of services using the performance bond. The first half of the Performance Bond has to be paid before 30 June 2019. The second half before 30 June 2020. The Performance Bond will be repaid upon the receipt of the final report. | **M** |  |  |

1. **BINDING COMMITMENT**

Any declarations, guarantees or agreements contained in this document have the force of binding obligations, as do all the other commitments made by your bid committee or its representatives at presentations of your candidature.

1. **SPONSORSHIP DISTRIBUTION**

No name sponsor is admitted for a Lifesaving World Championships.

If the ILS has signed an agreement with an Event Sponsor, the distribution of the received monies is as follows:

* From the amount received, the costs related to the Sponsor Support Services is paid and deducted.
* From the balance, 70 percent is for the ILS and 30 percent for the Host Organisation.

If the Host Organisation has signed an agreement with an Event Sponsor, the distribution of the received monies is as follows:

* From the amount received, the costs related to the Sponsor Support Services is paid and deducted.
* From the balance, 100 percent is for the Host Organisation.

Only one sponsor per field of activity can be admitted. The contract signing date is the reference.

Example: The ILS signs with DHL first, then the Host Organisation can not anymore sign with UPS. If the Host Organisation signs with UPS first, then the ILS cannot anymore sign with DHL.

1. **BIDDING DUCUMENT**

**AL FORMS, MAPS AND DRAWINGS PROVIDED IN THIS BID SHALL BE IN DIGITAL FORMAT, ON A4 PAPER AND USING ARIAL 10 FONTS. PICTURES CAN BE INCLUDED IN THE DOCUMENT TO ILLUSTRATE THE POOL, THE BEACH, THE CITY, ETC…. HOWEVER, THIS COMPLETE BIDDING DOCUMENT MAY NOT EXCEED 80 PAGES. LETTERS OF SUPPORT DO NOT COUNT IN THE 80 PAGES.**

1. **BID SUBMISSION**

The bidders are required to submit 3 bound hard copies to the ILS Headquarters for the ILS archives. The bidders are also required to provide digital soft copies to the ILS Headquarters.

1. **ADDRESS**

This Bid Application Form shall be returned within the set deadlines to:

International Life Saving Federation

Gemeenteplein 26

3010 Leuven

Belgium

E-mail: [ils.hq@telenet.be](mailto:ils.hq@telenet.be)

Any payments should be done to the ILS Bank account:

BNP Paribas Fortis Bank

Diestsesteenweg 99

3010 Leuven – Belgium

Swift code: GEBABEBB

Account number (IBAN): BE91 0012 4219 9376

END OF DOCUMENT