COMPETITION BID APPLICATION FORM

Date of Application: _____

**All applications must be accompanied by the bidding fee.*
Applications will not be considered if bidding fee has not been received by World Abilitysport.

Bid Applications can only be received from World Abilitysport members in good standing.

Please read the accompanying appendices to assist you with this bid application. It is understood that the bid document, appendices, and written communications relevant to the event below constitute an integral part of the agreement.

Supporting Documents:

Host a competition

1. World Para Fencing Operational Requirements for LOCs
2. WPF Site Visit Checklist (LOC version)
3. WPF Budget Framework Template
4. WPF Costs Sheet *(includes bidding fees)*

Anti-Doping - World Abilitysport

5. World Abilitysport Anti-Doping Agreement
6. World Abilitysport Anti-Doping Code

Broadcast:

7. World Para Fencing Broadcast Standards for World Cups and Regional Championships (also applicable to under 17s and under 23s World Championships)

OR

8. World Para Fencing Broadcast Standards for World Championships

Section A: Who?

We, (Name of World Abilitysport Member) _____,

hereby apply for permission to stage a World Para Fencing event for the year/s:

2027 ☐ 2028 ☐

2029 ☐ 2030 ☐ Other ☐_____

Contact Person: _____ Position/Title: _____

Email: _____

Mobile/WhatsApp number: _____

What experience does your organisation have in organising wheelchair fencing events?
_____

_____

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Section B: What?

Para Fencing World Championships ☐

Para Fencing Regional / Zonal Championships ☐

Para Fencing World Cup ☐

Para Fencing u17 & u23 World Championships / World Cup ☐

Para Fencing Satellite Tournament ☐

Site Visits *(Compulsory for all new cities, venues and or hotels at least one (1) year before the competition)*

A site visit will be conducted by 2 persons – one technical and one contractual person.
All site visit expenses are for the budget of the LOC.

Proposed site visit dates: _____

Please be aware for budgeting purposes that a second site visit may be conducted after the *"Award of Bid"* for technical and operational meetings by up to 2 people if required.

Section C: Where?

Proposed City & Country: _____

Name of International Airport/s: _____

Name and Address of Competition Venue: _____

Number of accessible bathrooms in Competition Venue: _____

Are changing facilities accessible in the Competition Venue: Yes

Distance and travel time from airport/s to hotel/s: _____

Distance and travel time from hotel/s to venue: _____

Name and website of hotel/s that will be used: _____

_____

How many accessible rooms does the hotel/s have in total? _____

Section D: When?

Proposed Dates	Start date	Finish date	Alternative Dates
Arrival			
Classification			
Competition			
Departure			

Section E: How?

What weapons and categories do you propose to include in the event?
**Please note for World and Regional Championships all weapons and categories are required to be offer.*

Please tick the weapon and class	CAT A	CAT B	CAT C
Epee individual (male and female)	☐	☐	☐
Sabre individual (male and female)	☐	☐	N/A
Foil individual (male and female)	☐	☐	☐
Epee team (male and female)	☐	☐	☐
Sabre team (male and female)	☐	☐	N/A
Foil team (male and female)	☐	☐	☐
Mixed Gender Team events	☐	☐	☐

**Weapon/category will only be required to remain on the event programme if a viable number of entries are received.*

Estimated number of competitors: _____

How will teams and officials be transported from and to the airport? Give a brief description:

_____

_____

_____

How will teams and officials be transported between the hotel/s and sport venue if this is not in the same place? Give a brief description…

_____

_____

Do you request international PI classification to take place at this event? Yes

- **Anti-Doping** must be conducted in compliance with the World Abilitysport Anti-Doping Code.

- **Liability Insurance:**

*Adequate liability insurance must be taken out for the competition.

Will liability insurance be taken out for?

Athletes:	Yes
Officials:	Yes
Spectators:	Yes
Cancellation of the event:	Yes

Please give details of insurance cover and send documentation to World Para Fencing:

_____

_____

Section F: Communications

Please confirm the availability of the following according to the level of competition you are bidding for:

For a *Satellite Tournament:*

- ☐ Separate accreditation category for media
- ☐ Dedicated space for media to work in the venue
- ☐ Invitations sent to local and national media

For a *World Cup:*

- ☐ Separate accreditation category for media
- ☐ Photographer bibs (including separate bib(s) for official photographers)
- ☐ Broadcast bibs (including separate bibs for host broadcaster)
- ☐ Media Work Room in venue, including dedicated internet (Wi-Fi and cabled according to need)
- ☐ Dedicated seating in competition venue
- ☐ Mixed zone co-located with finals piste (see Broadcast Standards)
- ☐ Invitations sent to local and national media
- ☐ Dedicated contact for media and digital media responsible for liaison between World Abilitysport and local and national promotion

For a *World Championships or Regional / Zonal Championships:*

- ☐ Separate accreditation category for media
- ☐ Photographer bibs (including separate bib(s) for official photographers)
- ☐ Broadcast bibs (including separate bibs for host broadcaster)
- ☐ Media Work Room in venue, including dedicated internet (Wi-Fi and cabled according to need)
- ☐ Invitations sent to local and national media
- ☐ Dedicated contact for media and digital media responsible for liaison between World Abilitysport and local and national promotion
- ☐ Dedicated media seating in competition venue
- ☐ Mixed zone co-located with finals piste (see Broadcast Standards)
- ☐ A full communications plan available more than 6 months before the competition

What relationship do you have with local media in your city of competition location?

_____

_____

What relationship do you have with national media in your country?

_____

_____

Please provide details how the LOC will promote the event to ensure maximum awareness in the local and national community and media. Include details of any previous experience of promoting an international event and relevant experience of team members in communications and digital media.

_____

_____

Name of official event photographer to be appointed. Please also include links to their previous work:

_____

- BROADCAST:

I confirm that I have read and understood the applicable Broadcast Standards related to the level of competition I am bidding for and can meet all the standards within it. ☐

If you are bidding to host a Satellite Tournament, will a livestream be available?

Yes

If yes, please complete the following:

The number of cameras you will use:
_____

I confirm that a livestream signal will be sent to the World Abilitysport YouTube channel:

Yes

Will you have capacity to host live commentary?

Yes

Please provide the upload speed of the internet in the venue:

1. For broadcast/livestream: _____
2. Media use: _____

- TICKETING

Please provide details of the ticketing plan for the event you are bidding for.
Include details such as how much you will charge for tickets, how you will promote tickets, how you will collect ticket-holder data, how you will ensure that there are the required number of spectators for each day (e.g. by inviting schools and/or community groups):

Section G: Financial Undertakings

- **Budget:**

Please provide a budget outline to proof that all areas of hosting the World Cup have been considered. **The application will not be considered if a budget outline is not provided.*

All applications must be accompanied by the bidding fee (please email for formal invoice).
*Bidding fees are non-refundable.
** Bidding fee will be subtracted from the competition approval fee if successful.

National Westminster Bank PLC., PO Box 54, 22 Market Square, Aylesbury, Bucks HP20 1TR, UK	
Account Name:	**World Abilitysport Sport Account**
Payment must be in GBP (£) Sterling	
Account No.	**56915985**
Sort Code	**60-01-31**
SWIFT CODE	**NWBKGB2L**
IBAN	**GB79NWBK60013156915985**

Section E: Guarantees and Certifications

Will the World Para Fencing event be open to all Para Fencing countries: Yes

If "NO" please explain which countries and why:

_____
_____

We, the Organising Committee, hereby undertake to:

1. Abide by the Rules and Regulations of the Events that they apply for.
2. The name of the competition will start with the words " *year* Para Fencing *Event type*"
3. Include World Abilitysport and World Para Fencing branding on all documentation. The logos will be provided to organising committees as soon as competition has been approved.
4. Provide appointed International Technical officials, International Classifiers, and Staff with the best possible facilities.
5. Provide progress reports at reasonable intervals.
6. Guarantee full financial responsibility for the costs of the organising the event and indemnify World Abilitysport against any possible charges.
7. Supply World Abilitysport with full results in the specified format within the specified timeframe.

Organising Committee's Bid Pack to include:

☐ Proposed budget

☐ Letters of support from World Abilitysport Full Member organisation in your country

World Abilitysport has the right to withdraw sanction if conditions are not fulfilled.
Any dispute arising from this agreement will be dealt with under the law of England & Wales.

COMPETITION BID APPLICATION FORM

Signature On behalf of Bidding Organisation:

Name: _____

Position/Title: _____

Member Organisation: _____

Signature: _____ Date: _____

Stamp:
(optional)

Please complete and return this form to the World Abilitysport Head of Sport: engarde@worldparafencing.org and Cc harry.cootes@worldabilitysport.org

For World Abilitysport Office Use

Approval

Noted by WPF Executive Committee Chair: Date: _____

Noted by World Abilitysport Office: Date: _____