



2019 and 2020

Women's Gymnastics

Level 9 Eastern and Western Championships

BID BRIEF

EVENT OVERVIEW

The Level 9 Eastern and Western Championships include competitions for Level 9 athletes. A host city can anticipate a delegation size of approximately 1000 people, which includes athletes, coaches, judges, and staff. The competition format includes three days of competition, which determines the All-Around, Individual Event, and Regional Team winner for each of the sixteen age divisions at Easterns and at Westerns.

This event will require the Host / LOC to partner with a local women's gymnastics expert and / or local gymnastics club to fulfill the technical responsibilities and to provide a volunteer force.

BID PROCEDURE

Interested parties should complete the Intent to Bid and submit it to Annie Heffernon, Women's Junior Olympic Program Director (aheffernon@usagym.org) and Jordan Dillon, Director of Junior Olympic Events (jdillon@usagym.org) no later than March 9, 2018. A separate Intent to Bid must be submitted for each year in which you intend to bid. Please do not provide any information other than what is asked for on the Intent to Bid form as it will not be considered.

Finalists will receive complete bid books and be asked to submit complete bid proposals no later than April 13, 2018.

SCHEDULE OF EVENTS

The competition dates are May 10-12, 2019 and May 8-10, 2020

Day 1 - Wed	Set-Up
Day 2 - Thu	Training
Day 3 - Fri	Competition
Day 4 - Sat	Competition
Day 5 - Sun	Competition and Load-Out

VENUE SPECIFICATIONS

The facility should be a modern, clean and accessible arena or convention center exhibit space meeting the following minimum standards:

- Training Hall Floor Area: 90' wide x 130' long, 25' minimum ceiling height
- Competition Floor Area: 90' wide x 200' long to be divided into two competitive gyms, 25' ceiling
- Spectator Seating: 1,000 stadium type
- Preferred Internet Speed: 25mbps down/10 mbps up

HOTEL

A graduated room block as shown below will be needed. A single hotel is preferred, and the proximity to the venue is greatly valued. All hosts and hotels are required to work with National Travel Systems (NTS), our travel partner for all negotiation, contract and room block management for the entire process. All hotels are required to work with the NTS' branded National Sales Office, however NTS deems necessary. NTS will generate all RFP's through the hotel brand's global sales office (when applicable) and hotels will be required to respond in kind. NTS agrees to copy hosts on all initial RFPs. Host should not hold rooms blocks or contract room blocks on their own.

Level 9 Eastern Championships

	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Single	30	40	50	40	5	165
Double	50	100	130	100	30	410
Total	80	140	180	140	35	575

Level 9 Western Championships

	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Single	20	40	40	30	10	140
Double	50	115	130	110	20	425
Total	70	155	170	140	30	565

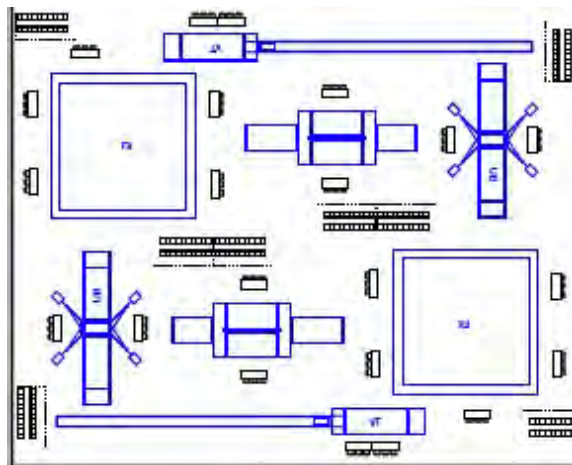
USA GYMNASTICS RESPONSIBILITIES

- Technical aspects of event
- Comprehensive general liability policy
- Awards
- Website management

HOST RESPONSIBILITIES

- Operations personnel and services
- Assistance with acquiring volunteers
- All expenses related to the use of the competition venue and additional training/warmup area
- Scoring personnel and materials
- Participant services
- Event program
- Coordination of all medical services through the USA Gymnastics Medical Administrator

SAMPLE COMPETITION FLOOR LAYOUT





INTENT TO BID

CONTACT INFORMATION

Contact Name:

Organization:

Organization (if different from above) that will be responsible for the event locally:

Contact Title:

Contact E-mail:

Contact Phone:

EVENT INFORMATION

Event Name:

Event Year:

Proposed Date(s):

VENUE INFORMATION

Proposed venue(s) with seating capacity or number and types of seats available for event:

Please list any city, state, county or facility sales tax or other surcharge (arena fee, parking fee, etc.) that will be levied on event tickets?

Is the proposed venue(s) holding your proposed date(s)? yes no

HOTEL INFORMATION

List of hotel options (with total number of rooms broken down by doubles vs. singles) that have available room blocks (Hilton properties preferred):

COMMUNITY INFORMATION

List of partner organizations committed to assist with event:

List of local organizations that may provide financial or other assistance to event:

List of previous gymnastics or high level sporting events hosted by organization within the last three years:

Name other events taking place within 6 months prior to our event or at the same time: