



Judo Alberta Provincial Championship Bid Package

Introduction

This Policy is to determine the host of Judo Alberta Provincial Championship host clubs and locations.

The purpose of this document is to:

- establish the requirements bidding to host the provincial event.
- standardize the operation of the provincial championship selection in the Province of Alberta.
- ensure that the event is conducted in accordance with a specific set of rules.
- ensure that the event will be of high standard and safe.
- ensure that the referees are qualified and in good standing.

General Requirements

1. Applications to host Judo Alberta Provincial Championships must be submitted prior to the executive committee's deadline. The applications should be forwarded to the Executive Director. The Executive Director will share with the Executive Committee for final decision on host location.
2. An opening ceremony prior to the commencement of the tournament shall include, in addition to any other matters desired by the tournament sponsors, an introduction of Judo Alberta Executive members present, introduction of referees (if time permits), and a formal bow in. A formal closing may follow.
3. The date and location of the event is subject to approval of Judo Alberta's Executive Committee.
4. Lunch to be provided for volunteers, coaches, and referees by the host committee.

Bid Criteria

Potential sites will be evaluated on the following general criteria:

1. Club information
2. Contact Information
3. Venue information
 - a. Must have room for a minimum of 3 mat areas plus a warmup area if the competition is held over 1 day.
 - b. Must have room for minimum of 2 mat areas plus a warmup area if the competition is held over 2 days.
4. Seating capacity for 200+ people.
5. Number of people available to volunteer and assist in running event.
6. A list of previous events that your club has hosted.
7. A list of possible 1- or 2-day event dates for hosting during the last weekend of March, plus or minus 1 weekend.

8. Potential host hotel information
9. Declare if there will be any optional souvenir items for participants (T-shirt, water bottle, etc.)
10. Any additional information that might be helpful for the Executive Committee to make an informed decision.

Bid Process

1. Bid application forms and criteria will be forwarded to each member Judo Club prior to the end of May, the year before the provincial championship is to be hosted. Forms can also be downloaded from Judo Alberta web page at www.judoalberta.com.
2. To be considered, bids must be fully completed and provide all the information required above.
3. Bid packages shall be received by Judo Alberta no later than June 30, the year before the provincial championship is to be hosted.
4. Judo Alberta Provincial Championships will be awarded and announced by September 1, the year before the provincial championship is to be hosted.