



RINGETTE BC
APPLICATION FOR HOSTING
WESTERN CANADIAN RINGETTE CHAMPIONSHIPS
MARCH 2020

DEADLINE FOR APPLICATION: DECEMBER 15, 2018

Host Information:

Association:		League:	Contact Person:
Address:	Email:		Phone (cell):
Alternate Contact:	Email:		Phone (cell):

Event Dates:

Opening Ceremonies for Western Canadian Ringette Championships are held on the Wednesday and competition begins on the Thursday and concludes on Saturday afternoon. The event officially ends on Saturday evening following the Closing Banquet.

The following options are available for hosting Western Canadian Ringette Championships 2020.

- Option 1: March 25, 26, 27, 28, 2020
- Option 2: March 18, 19, 20, 21, 2020

Please confirm the date you wish to host the event: _____.

Hosting Conditions

Main Venue:

Main Venue Address: _____

The main venue must meet Ringette Canada rules standards for ice sheets.

Ice surface for the Main Venue must be **min. 200 x 85 feet.**

All ice surfaces must have **two 30 second shot clocks.**

Number of Ice surfaces at Venue:	Seating Capacity (min. 600):	
Number of Large Dressing Rooms (min. 4 per rink):	Control Center Room: YES / NO	Media Room (optional): YES / NO
Officials Dressing Room with Showers (must accommodate 10 people):	Meeting Room: YES / NO	Restaurant/Cafeteria: YES / NO
Pro Shop with Skate Sharpening: YES / NO	Hospitality Room (optional): YES / NO	First Aid Room: YES / NO
Secure Equipment Storage: YES / NO		

Additional Information you wish to provide regarding the Main Venue:

Satellite Venue (if required)

Satellite Venue Address: _____

Ice surface dimensions for the Satellite Venue must be **min. 200 x 85 feet**.

Number of Ice surfaces:	Seating Capacity (min. 200):	
Number of medium-large Dressing Rooms (min. 4 per rink):	Control Center Room: YES / NO	
Officials Dressing Room with Showers (accommodate 4 people):	Restaurant/Cafeteria (optional): YES / NO	
Pro Shop with Skate Sharpening (optional): YES / NO	First Aid Room: YES / NO	

Please include with your application package a letter or contract from the municipality confirming that they will be able to accommodate the ice requirements for this event.

Ice Requirements

The maximum number of hours of ice that is required for the Western Canadian Ringette Championships has been calculated at approximately 85 hours. As final schedules won't be confirmed until closer to the event exact ice schedules cannot be decided at this point.

Please outline what arrangements will be made if the ice that is not used is returned i.e. will you be charged for unused ice, or ice cancellations?

Budget Requirements

Please attach a budget draft outlining the expenditures and revenues as outlined on Page 8 of the Western Canadian Ringette Championships Hosting Guidelines.

Sponsorship and Grants

If you have secured grants, sport hosting agreements and sponsorship for the event please include that information with your bid application.



Opening ceremonies

A facility must be booked for the opening ceremonies. They do not have to take place on ice, but there must be seating for a minimum of 600 people.

Opening Ceremonies Venue: _____

Venue Address: _____

Seating Capacity: _____

Additional Information on Venue: _____

Banquet Facility (if known at time of application):

A banquet hall for the Closing Banquet must be booked. IT is recommended that the banquet be held at the host hotel.

The banquet hall must be able to accommodate a minimum of 700 people.

Banquet Facility: _____

Banquet Location Address: _____

Banquet Facility Capacity: _____

Accommodations (if known at time of Application)

The hotel(s) must be able to accommodate 20 rooms per team attending, and be available to book a large block booking and save those rooms until within 3 weeks of the event.

Hotel Name:	Hotel Address:	Number of Rooms Available:
Discount Room Rate:	Secure Equipment Storage: YES / NO	Restaurant Nearby: YES/NO
Kitchen or Kitchenettes Available: YES / NO / SOME ROOMS		

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Transportation Requirements

Please outline what measures will be taken to ensure that athletes have affordable transportation for games, travel to and from the airport, entertainment etc. Close proximity to the airport is preferable.

As the Host Committee you are responsible for providing the travel for the on-ice officials, the Supervisors, and evaluators from the time the officials arrive at the airport, duration of competition, to and from opening and closing ceremonies, and departure home. Please outline how officials travel and transportation will be managed throughout competition.

Host Committee

It is the responsibility of the Host Committee to plan, provide and oversee all operations to ensure the Western Canadian Ringette Championships can be run efficiently.

Please include name, address, and contact information of the Chairperson who understands their role and have agreed to take on their responsibilities as outlined in the Western Canadian Ringette Championships Hosting Guidelines.

Chairperson Name: _____

Email Address: _____

Address: _____

Phone Number: _____

If at the time of Application you have identified the additional members of the Host Committee please include their information below:

TREASURER	SECRETARY
VICE-PRESIDENT TECHNICAL	VICE-PRESIDENT TRANSPORTATION
VICE-PRESIDENT HOUSING	VICE-PRESIDENT FUNDS DEVELOPMENT
VICE-PRESIDENT SPECIAL PROJECTS	VICE – PRESIDENT MEDIA/PUBLIC RELATIONS



Volunteer Requirements:

To stage a successful Western Canadian Ringette Championships the event will require 100 plus volunteers.

Please outline how you will ensure that you have enough volunteers for this event.



LEGACY FUND

Hosting an event like Western Canadian Ringette Championships assists Host Associations and Leagues to generate revenue that can be invested back into the Association, league, province, etc. to betterment of the sport of Ringette. The Revenue generated from an event like this is commonly referred to as a Legacy Fund.

As part of the bid for Western Canadian Ringette Championships outline how the legacy revenue will be invested back into Ringette for the betterment of your Association and/or League, the sport, coaches, officials and athletes.



Application Submission Information:

All Host applications are to be submitted to Ringette BC. This is a competitive process and Ringette BC will select the Host based on the best application package submitted. The application process will close on December 15, 2018 and the Host of the 2020 Western Canadian Ringette Championships will be announced in 2019. Selection process will be done through a panel appointed by Ringette BC who will review each application received by the deadline.

Ringette BC will select the Host of the 2020 Western Canadian Ringette Championships.

Please submit all applications electronically to executivedirector@bcringette.org.

DEADLINE FOR APPLICATION: DECEMBER 15, 2018

Signature of President of Association

Signature of Host Chair/VP Association

Print Name - President of Association

Print Name - Host Chair/VP Association