

# Bid process guidelines for EJU Events

## 1. Bid Book

In case a federation wants to bid for the right host an EJU event, a bid book has to be provided by the announced deadline containing the following information:

### 1.1. Event, Year and City

1.1.1. Name of the event, the year and the City

### 1.2. Background of the Federation, Motivation and Experience

1.2.1. Short background of the Federation

1.2.2. What is your principal motivation for hosting the event?

1.2.3. What are the reasons for proposing the location?

1.2.4. What are your plans to have the arena filled with judo fans/spectators?

1.2.5. What experience have you had in hosting international sports events (list a maximum of ten major events over the last ten years, indicating dates)?

### 1.3. Sports Facilities

1.3.1. Provide a detailed description and also a map of the sports hall and further facilities (e.g., training facilities) to be used for the event.

1.3.2. How many spectators does the facility hold?

### 1.4. Accommodation

1.4.1. Provide the Hotel names, links to their websites and their amenities (3 hotel categories required).

1.4.2. Provide the package prices per person per day in different hotel categories on basis of bed & breakfast, half board and full board.

### 1.5. Transport Infrastructure

1.5.1. Which will be the main airport for this event?

1.5.2. What are the journey times between the hotels, venues, airports etc?

1.5.3. Provide a map with all main venues, hotels, airports, borders etc.

### 1.6. Public Opinion and Political Support

1.6.1. What support are the national/regional/local government and city authorities giving to your bid for the organisation of the event?

1.6.2. Is the National Olympic Committee supporting the event?

1.6.3. Is the Ministry of Sports supporting this event?

## 1.7. Anti-Doping

1.7.1. What are the laws, or other means, in your country, if any, that combat doping in sport? Does your country currently apply an anti-doping code? Explain.

## 1.8. Security

1.8.1. What security resources do you plan to provide for the event (human resources - public and/or private sector - and technology)?

## 1.9. Media

1.9.1. Provide your media plan for this event. Which media will cover the event?

1.9.2. Do you plan to have local TV production?

1.9.3. For European Championships Seniors only (TV live production obligatory): Provide detailed information on the planned Host broadcaster and the TV production company.

## 1.10. Documents to be included

1.10.1. A guarantee letter from the host city and of the local and national sport authorities that they agree with and support the event.

1.10.2. A letter from the Government declaring if the country is in conflict or refusing entry to any country, member of the EJU.

## 2. Conditions

Technical requirements and handbooks for holding the events are continuously updated and can be requested from EJU Head Office.

Financial conditions like licence fee are subject to negotiation.

## 3. Pre-Inspection

In case of a completely new, unknown venue the organiser might be requested to invite an EJU delegation for a pre-inspection visit.

## 4. Bid Book Meeting

In case you are invited to a bid book meeting, please prepare a video or a PowerPoint presentation of 5 - 10 Minutes.

## 5. Procedure after Acceptance of Candidature

After the acceptance of the candidature has been announced a date for signing the event contract will be defined.