

Tri State Council of Figure Skating Clubs
Michigan – Ohio – Indiana – Western Pennsylvania

COMPETITION BID FORM

Name of Applicant Club _____

Will this Competition, if awarded, be toally managed by the Host Club? Yes_____ No_____
If not, what other organization (s) will assist the club?

Bid for: Tri States Freeskating Competition _____
Tri States Synchronized Competition _____

Proposed Dates _____
**traditionally: Synchronized Competition is held between Synchronized Sectionals and Nationals and Freeskating Competition is held the week AFTER Easter.*

LOCATION: _____
Address: _____

Size of Ice Surface for Rink #1 _____	Ice Cost for Rink #1 _____	Seating Capacity _____
Size of Ice Surface for Rink #2 _____	Ice Cost for Rink #2 _____	Seating Capacity _____
Size of Ice Surface for Rink #3 _____	Ice Cost for Rink #3 _____	Seating Capacity _____

Is there a second zamboni? _____	Number of Dressing Rooms? _____
Number of Meeting Rooms? _____	Number of Restrooms? _____
Parking Capacity? _____	Alternate Parking? _____
Is there a First Aid Room? _____	Is First Aid Room Staffed? _____

Will you be using your own sound equipment? _____
Or will you be Using Tri States Equipment? _____

Name of Nearest Airport _____

Distance from Hotel to Ice Arena? _____ Hotel to Airport? _____

It would be helpful if you could attach the following:

1. Area maps showing venue locations and nearby Restaurants
2. Arena function room layouts showing dressing rooms, meeting/function room space
3. List of Hotels showing helpful related information (Rates, Restaurants nearby, Room service, etc.)

Applicant Club has organized and hosted the following Competitions, or special Skating Events: Please list in order of the most recent:

This application meets with the approval of the Board of Directors of the Applicant Club and the Club is willing to submit further information if requested.

Officer's Name _____ Phone _____

Address _____ Email _____

Officer's Official Title _____ Signature _____

Contact Person (if different from above) _____

Address _____ Phone _____ Email _____

Pertinent Competition Information:

- (A) Announcement for the Competition needs to be forwarded to the Secretary of Tri States at least three months before the announcement mailing to competitors and clubs is planned. The secretary will then forward the announcement to the Vice Chair of Competitions for approval.
- (B) Financial: Synchronized Competitions split profit with Tri States Council 50 / 50, and the Freeskating Competitions split profit with Tri States Council 60 / 40.
- (C) Areas included in Financials: Registration Monies, Ticket Sales (Synchronized), less Official's and Ice Expenses, medals, rentals, mailing expenses, etc.
- (D) Vendors, Special Club Booths, Practice Ice, Ads in the Program, Program Sales – all profits stay with the club.
- (E) Tri States Music Equipment Rental is free to club hosting Tri States Competitions.
- (F) Medals (that have previously been designed for Tri States Competitions – and are ordered by the Tri States Medal Chairman) are paid for by the club hosting the competition.
- (G) Final Financial Report needs to be completed and mailed to Secretary 60 days after the close of the competition.

****This bid must be presented in person at the Tri States Annual Meeting – first Saturday in June each year.**

(Suggestion: Bring information “printed” (one page) to pass out to Tri States Members, making it easier for them to keep track all the pertinent details)