



# Sailing World Cup Final

2017-2019

Bid Guide

This document is designated for World Sailing Member National Authorities (MNAs) as a guide and specification of requirements for bidding for the Sailing World Cup Final 2017

## **Bidding Guide for the Sailing World Cup Final 2017**

### **Introduction**

World Sailing (WS) is the world governing body for the sport of Sailing, recognised by the International Olympic Committee (IOC). Founded in Paris in 1907 – today has 144 Member National Associations.

World Sailing's vision is to make this a world in which millions more people fall in love with the natural power of sailing; for people to be inspired by the use of technology to capture these forces of nature and through this, gaining a better affiliation to man's relationship with the waters and oceans.

This guide is intended for European MNA's and cities wishing to bid to host the 2017 Sailing World Cup Final. It is an outline specification of minimum requirements for both the sports competition and the on-shore event and sets out the rights and responsibilities of each party in hosting an event.

The 2017 Sailing World Cup Series will consist of two rounds and a final.

Round 1 – Miami (Week 4 January)

Round 2 – Hyères (Week 4 April)

European Final – June/July

The 2018 Sailing World Cup Series will be as follows:

Round 1 – Japan (October)

Round 2 Miami (Week 4 January)

Round 3 – Hyères (Week 4 April)

European Final – June/July

The 2019 Sailing World Cup Series will be as follows:

Round 1 – Japan (October)

Round 2 Miami (Week 4 January)

Round 3 – Europe (May)

European Final – June/July

### **Vision for the Sailing World Cup**

*Annual World Cup series of regattas that showcases and develops Olympic sailing, is a key part of an Olympic campaign for top sailors; creates heroes and engages sports fans; excites sponsors and broadcasters; and concludes with a Final at which the winners in each Olympic Event are crowned.*

## **Venue Requirements: Sport**

World Sailing (WS) are seeking a compact, integrated venue that include all Administration, Race Management, Boat Parks, Press Centre, Broadcast Facilities, Field of Play, Event Village and Spectator facilities. The overall size of the venue and the plan for communications and logistics are vital issues.

Full details of spectator requirements are covered later in this guide, but the venue should have a spectator area adjacent to the Medal Race course and the public should be able to view the boat parks, preparation areas and launching areas.

It is essential that the competition venue ensures a lasting legacy to the sport of sailing in the region and should be run in a sustainable and environmentally sensitive way.

## **Meteorology**

Excellent sailing conditions will be one of the key requirements for the selection of any Sailing World Cup venue. Each venue will need to provide detailed statistical information for the time of year and hours of racing including: Average wind speed, Wind direction, Current speed, Current direction, Wave conditions, Air temperature, Water temperature and Average number of days with precipitation.

## **Water Quality**

World Sailing is committed to selecting venues with excellent water quality. Each venue will need to provide detailed statistical information on the water quality in the venue and on each course area including:

- The recreational water quality criteria used in that venue
- The locations where water quality samples are taken
- Data that will allow World Sailing to determine whether the venue is fit for primary or secondary water contact including specific data for:
  - Thermotolerant coliforms
  - Enterococci
  - Escherichia coli

## **Field of Play**

- The number of the sailing course areas shall be between 5 and 7 depending on the prevailing wind conditions and the number of hours that can be sailed during a day.
- Course areas will need to be between 1 and 2 nautical miles in diameter. Neither changed marks nor beating legs must interfere with the neighbouring area. Some courses on these areas may be located in close proximity to the shore, to facilitate viewing of the racing.
- There should be a designated Medal Race course area, close to the shore and suitable for spectators to easily view the racing from on-shore. The Medal Race course area may be less than 1 nautical mile in diameter.
- Detailed information regarding depth, size and location of the course areas shall be presented to World Sailing.

- All course areas shall have a commercial or recreational traffic plan if needed for that specific course area.

### **Boat Park**

The boat park area should be close to the competitors' area and the launching ramps. The following space (approximate) will be required:

Boards & Kiteboards	5 x 2 m per board
One Person Dinghies	3 x 4 m per boat
Two Person Dinghies	7 x 4 m per boat
Multihulls	5 x 10 m per boat

- CAD drawings or similar should be used to ensure boat park spaces are big enough for all of the boats that are expected to enter.
- There shall be provisions to tie-down the boats to the ground in order to keep them on the trolleys in windy conditions.
- Sufficient water hoses for spraying the boats with fresh water need to be supplied.
- Appropriate cover needs to be provided for RS:X equipment. This normally takes the form of a marquee where the sails and boards can be racked up
- Flag poles for signals ashore
- There shall be one Official digital Noticeboard for the Championships but repeater digital notice boards may also be required in the boat parks
- Each team requires an area adjacent to the boat park for storage of one 40 foot container (or equivalent space). The size of this container or space may be limited depending on the size of the team. Electric power shall be available for the containers.
- Some teams will have more containers used for the shipping of equipment to the venue and these should be stored in a separate storage (parking area) adjacent or close to the venue. If this is not possible other arrangements shall be made. For teams that travel by road adequate storage (parking) for trailers should be available adjacent or near the venue.

### **Launching**

- Ramps for dinghies and boards, ending under the water surface with an angle of no more than 10°.
- Beach for Kites (it may be used for other classes)
- Ramps located on the prevailing windward side of the harbour with padded edges are desirable
- The ramps should be accessible from the sea, allowing for different wind directions

### **Mixed Zone & Pit Lane**

- The Organizing Committee shall create and manage a mixed zone(s) for media use on a daily basis before and after racing in an area close to the press centre and boat launching/recovery area(s).
- A secure area for Medal Race equipment is required and shall be used as a pit lane for media interviews before racing. Ideally this should be adjacent to the mixed zone.

### **Moorings**

- Mooring facilities for competitor's boats (Paralympic), coach boats, Race Committee boats, rescue boats, press and television boats, VIP boats and spectator boats will be required
- Cranes will be necessary for launching and hauling out boats (coach boats, competition management boats, etc.)
- Fuel station

### **Equipment Inspection**

- A sheltered area i.e. temporary structure or other covered space free from wind and environmental effects (rain, direct sunlight etc.) shall be provided. Openings shall be sufficiently large enough to wheel boats in and out of with their mast down. The location of any such tent should be within easy access of the boat park
- The minimum size of any tent shall be 5m wide x 10m long x 3m high. Openings shall be a minimum of 3.5m wide
- Weighing Gantry (only required for 49er, 49erFX, Nacra 17 Fleets). The minimum size of the weighing gantry shall be 3.5m wide x 2.5m high. The gantry shall be sufficiently stable for weighing boats of up to maximum of 200kg and 3m wide x 5.5m long
- Scales: All weighing scales shall have a valid certificate of calibration.
  - Hanging scales for weighing 49er, 49erFX & Nacra 17 hulls - minimum requirement 200kg with 50g resolution.
  - Flatbed scales with separate readout display for weighing 470 and Finn hulls - minimum requirement 200kg with 50g resolution.
  - Flatbed scales with separate readout display for weighing RS:X boards and corrector weights for all classes – minimum requirement 50kg with 10g resolution.
  - Certified check weights for scales up to 150kg (in 10kg x 15 individual weights).
- Sail Inspection Table: A table of minimum dimensions 9m x 3m x 0.75m high shall be available in a tent or other covered space free from wind and environmental effects (rain, direct sunlight etc.)
- Waterproof equipment event limitation stickers; 10 stickers per boat. An event stamp and waterproof ink + pad shall be provided by the OA for stamping of sails. The size and design of the stamp is optional but is recommended to be no larger than 75mm x 75mm.
- Measurement equipment; including steel rules, steel tape measures, permanent pens and tape.
- Table, chairs and stationery for administration.

## **World Sailing and Organizing Committee**

The following office space/meeting rooms are required. All offices require basic office furniture, power, hi-speed internet connection, phone lines etc. Additional requirements such as computers, photocopiers and printers shall be provided as required.

- Organizing Committee and Administration Staff including:
  - Registration Office
  - Regatta Office and Official Notice Board
  - Competition management team offices
- World Sailing Technical Delegate Office
- International Jury
  - Two/three rooms for hearing protests. Each room should be air-conditioned, must be able to seat ten people on chairs around a large table and provide whiteboards, flipcharts etc.
  - Jury Secretary Office – adjacent to the Jury rooms with space for the Jury Secretary
- World Sailing Officials lounge
- On Venue Results Centre
- Technology (scoring) office
- Room for storage/charging of tracking units & equipment
- Medical Centre:
  - First aid facilities and doctor in case of serious injuries for athletes, team support personnel, Organizing Committee personnel and volunteers should be available.

## **Press Centre and media services**

The Press Centre should accommodate a minimum of 50 Journalists / Press Officers and must be of a major international sporting event standard, including wireless high speed internet and cable connections for the exclusive use of accredited media. The media centre should be air conditioned and adequate refreshment provision should be available within the media centre

## **Facilities and Equipment for Doping Control**

Rooms for Doping Control are required with individual male and female toilet facilities. There should also be a desk and normal office equipment for the doping control officers and a seated waiting area for 6-8 athletes. Lockable cupboards and filing cabinets should be provided

## **Other venue facilities/equipment**

Recycling and non-recyclable material collection facilities need to be provided within all areas and should be emptied daily.

## **Official Boats**

World Sailing shall approve all official boats and boat drivers. The following is an estimate of required boats:

- Race Committee
  - Starting vessels (Primary Race Committee Boats) – 1 per course area

- Pin end starting vessels (rib or other) – 1 per course area
- Finishing vessels – 1 per course area
- Pin end finishing vessels (rib or other) – 1 per course area
- Mark-laying and control boats – at least 4 on each course area
- Marshall boats – at least 1 on each course area depending on fleet sizes
- Rescue boats (rib) – at least 1 on each course area depending on fleet sizes
- Jury boats (rib) – based on an International Jury of 16 at least 8 ribs will be required
- Measurer boats (rib) – at least 1 on each course area depending on fleet sizes
- PRO boat (rib) – 1
- World Sailing Technical Delegate boat (rib) – 1
- Press/TV Boats/Tracking & Scoring/VIP
  - Press Boats – sufficient boats for the number of registered journalists.
  - Photo Boats – sufficient boats for the number of registered photographers, each capable of handling up to 5 photographers
  - Sufficient number of boats for visiting broadcasters
  - Tracking & Scoring – 2 boats
  - Minimum of 1 boat for VIP's, with a capacity of 50 people
  - Broadcast Boats: the following boats including fuel and English speaking drivers who are experienced in dinghy racing:
    - Two 7 m RIB boat for the duration of the Championship Period (one of which will be used for the launching and retrieval of drones);
    - One 7 m RIB boat for the two medal racing days (and the day preceding the medal races for testing); and
    - One Protector boat (or similar) for the Cineflex rig for the two medal racing days (and the day preceding the medal races for testing).

### **Competition Management Equipment**

The Organizing Committee shall supply the following equipment which is essential for organising the event:

- Communications Equipment: VHF radios or equivalent, mobile phones and GPS units.
- Visual Signals
 

All visual signals (flags) shall be a minimum size of 80 x 100 cm and be displayed at least six meters above the water surface.
- Sound Signals
 

Starting signals shall be given with guns or horns and should be able to be heard at a distance of at least 500 metres. Other sound signals shall have a similar effect.
- Marks & Ground Tackle
  - Each area shall have marks of different colours.
  - Each mark should be approximately 2 metres high and 1 metre in diameter.
  - The Marks shall have facilities for the attachment of tracking devices and will be suitable for carrying branding material.
- Competitor Identification

- boat/board identification decals for all competitors.
- Competitor bibs with three-letter country code to all competitors (WS shall provide the design and specify the brand of competitor bibs).
- Coloured bibs for Event leaders (1st, 2nd and 3rd). WS shall provide the design and specify the brand of Event Leader bibs.
- Yellow, blue and red discs to affix to the sail to identify first, second and third positions.

World Sailing can provide a complete list of all competition equipment required.

### **World Sailing Officials and Staff**

The following people will be present at the SWC:

- 1 WS Technical Delegate\*
- 14-16 WS Judges and Umpires\*
- 1 WS Course Representative per area\*
- 2 WS International Measurers\*
- 8 Tracking & Scoring operators
- 6 WS TV crew
- 2 WS Marketing Delegates\*
- 2 WS media and website editor\*
- WS President, WS VPs and WS CEO

Travel (including travel to and from all airports), food (good quality and healthy) and accommodation (with free Wi-Fi) for those indicated with a \* shall be the financial responsibility of the Organizing Committee.

The WS Officials shall be accommodated in a nearby hotel, in single rooms, minimum of a three-star level, which should be a reasonably close walking distance from the Competition Venue.

The WS Delegate, and media team, who will be onsite before the Championships begin, should be accommodated as close to the competition venue as possible.

WS President or Vice-Presidents shall be accommodated in a four-star level hotel. A maximum of 15 double rooms may be requested for WS VIPs. The hotel should be at least a four star hotel and preferably in the area of the competition venue.

Accommodation (at least 3\*) for the Host Broadcasting and Technology Partner teams should be secured by the organizers at preferential rates.

The competitors are responsible for their own accommodation during the Championships.

### **Organizing Committee Staff, Officials And Volunteers**

The Organizing Committee will require a large range of experienced, professional staff to manage and deliver the Championship.

A large number of volunteers will be required for the successful running of the Championship to include:



- Race Committee Teams (International & National Officials, mark layers, safety officers)
- Venue Services (registration, regatta office, boat parks, VIP, transport, security, catering)
- Media (press centre, broadcasting, timing & scoring, ceremonies)

### Events, Equipment & Quotas

Event	Equipment	SWC Final	
		Quota	Sailors
Men's Windsurfer	RS:X	20	20
Women's Windsurfer	RS:X	20	20
Men's One Person Dinghy	Laser	25	25
Women's One Person Dinghy	Laser Radial	25	25
Men's One Person Dinghy (Heavy)	Finn	20	20
Men's Two Person Dinghy	470	20	40
Women's Two Person Dinghy	470	20	40
Men's Skiff	49er	20	40
Women's Skiff	49er FX	20	40
Mixed Multihull	Nacra 17	20	40
Paralympic	2.4mR	20	20
Open Kite	Foil	20	20
	<b>Total</b>	<b>250</b>	<b>350</b>

### Entry Fees

The entry fee paid by competitors and coaches shall be approved by World Sailing as part of the contractual negotiations.

The entry fee shall include local taxes (where applicable) and will be paid directly by competitors to World Sailing via the WS event registration system in GB£ (Sterling). The repayment of entry fees from WS back to event organisers will also be made in GB£ (Sterling).

### Championships Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Registration	Equipment Inspection	Race day 1	Race day 2	Race day 3	Race day 4	Race day 5 Medal Race	Medal Race

The format of Racing for the Championships will be defined by World Sailing.

### **Venue Requirements: Spectators and Hospitality**

WS are seeking venues that both meet the sports criteria set-out within this bidding guide but also are attractive to spectators and are in a location that is already an existing visitor destination. Ideally the venue will have an existing walk-up audience that could be engaged by the Sailing World Cup. Should this not be the case, the Event Organiser will need to demonstrate how they will attract spectators to the event and associated travel and parking arrangements.

WS wish to create an event village for all SWC events. The SWC village will be centred around a main event stage which should include one or two digital screens (minimum size of 21 SqM) that will enable spectators to watch the live medal race coverage, but also packaged content that has been produced at or in advance of the event by WS. The stage will be used for medal ceremonies (on the Saturday and Sunday) and will be the focal point for event spectators from 1100-1830 each day.

In addition the Event Organiser will need to propose a daily event programme for the event stage. The content could include live music, cultural displays, athlete and coach interviews, daily leader bib presentations and other entertainment complete with MC / Presenters. WS will provide final approval of the daily event plan.

A suitable public address system will be required that operates across all of the village and spectator areas of the event.

Adjacent to the Main stage will be a temporary structure for a **minimum** of 400 persons that can be used to provide shade or protection from inclement weather and will contain the digital notice boards and all event results information.

The main stage and adjacent temporary structure will also be used for the official Opening Ceremony and welcome reception, which will take place on the Monday night. The objective of this event will be to create excitement about the upcoming competition, the opportunity to review performance in the SWC series thus far, showcase the athletes but also provide the opportunity for WS, local sponsors and event funding partners to be featured.

The event organizer will need to provide adequate space for the WS House of Sailing (a structure owned by World Sailing (17m x 12.3m), which should be located adjacent to the temporary structure by the main stage. The House of Sailing requires provision of power and mains water. The House of Sailing will be used for corporate / VIP entertainment and as a lounge for accredited World Sailing family (sailors, coaches, officials etc).

Within the Village, WS and Local sponsors will require the space to have exhibition structures and showcase goods and technology. The event organizer should plan to have a range of food and beverage concessions for spectators and there should be the provision of space for retail concessions such as Apparel and equipment. WS will provide final approval of the event village plan.

The Event Organiser will need to provide a viewing facility for a minimum of 1,000 persons to be able to watch the live medal races from the shore. The provision of grandstand seating will depend on the specific venue but should be considered by event organisers. In addition, a second

digital screen (minimum size of 21 SqM) and PA for the medal race weekend will allow spectators to see the live broadcast and hear the live commentary.

The Event Organiser will be responsible for providing the above facilities. Sponsors will be responsible for the provision of their own exhibition stands and any showcasing of products and services.

### **Hospitality – Final regatta**

The Finals regatta of the SWC needs to establish itself as the prestigious finale to the annual series, with an appropriate step up in terms of the quality of facilities for VIP's and sponsors, as well as creating a festival atmosphere building up to the medals races and prize giving. The Host should present their ideas for the way this will be achieved, including the possibility of a Gala Dinner at the start or end of the regatta

### **Participation / learn-to-sail event**

Where the venue allows, WS would like the Event Organiser to develop a plan to provide the opportunity for young people to try out sailing, perhaps from an adjacent beach if available.

### **Broadcast**

WS together with its global partner will be responsible for live broadcast services and distribution at the event. The Host may have the opportunity to secure local broadcast rights in the event that the WS global broadcaster is not already active in this market

The Host will provide the following facilities to be utilised by WS in the delivery of national and international TV coverage of the Championship at its cost:

- TV compound space which shall include the following minimum areas:
  - Production gallery area (3 m x 4 m);
  - Commentary area (3 m x 4 m);
  - Editing facility area (5 m x 4 m);
  - Production office (3 m x 4 m);
  - RF kit and engineering space (5 m x 4 m); and
  - Kit store (3 m x 4 m);
- Power facilities (32 amp single phase with distribution to 16 amp single);
- One hoist or cherry picker lift (minimum 20 metres) with a suitable cradle to house camera operator for the duration of the SWC;
- Hard-wired Internet access with a minimum 20 MB/s upload speed for the duration of the SWC;
- Two English-speaking local assistants to act as a fixer and runner for the production team;
- Adequate parking facilities; and

### **Tracking & Scoring**

WS will be responsible for providing tracking, scoring and results data services via its global partner.

## Prize Money

Consideration must be given to awards and prize money – whether specifically supported by sponsors or the event promoter, this will be an important part of the evaluation criteria.

## Sanction Fee

For the Final there will be a sanction fee of £50,000 GBP payable to World Sailing in recognition of the rights afforded to the Host.

## Commercial rights

The SWC commercial rights sit within the overall WS commercial rights structure, which is aimed at maximising the overall commercial revenues for the benefit of the sport of Sailing.

WS will appoint a Title sponsor for the SWC series from 2017 onwards. In addition WS will appoint Tier 2 SWC partners and all WS Tier 1 and Technical Partners will have some sponsorship rights within the SWC series.

The table below summarises the rights and obligations of World Sailing and the Event Organiser.

<b>Rights Category</b>	<b>WS Rights and Obligations</b>	<b>Host Rights and Obligations</b>
Advertising (within the host nation)	No Rights	Exclusive Rights
Broadcast	Exclusive Rights	No Rights
Broadcast local	Pre-eminent rights	Secondary rights
Data	Exclusive Rights	No Rights
Concession	No Rights	Exclusive Rights
Website	Shared between WS and the Host, but on WS platform	Shared between WS and the Host, but on WS platform
Hospitality	No Rights*	Exclusive Rights
Technical Apparel	Exclusive Rights	No Rights
Merchandise	No Rights	Exclusive Rights
Ticketing	No Rights	Exclusive Rights
Publishing Rights	Exclusive Rights	No Rights
Sponsorship	WS shall have exclusive rights to appoint a Title SWC Series Partner, a Tier 2 SWC Series partner and will have the first right of refusal to sector exclusive sponsorship rights	Limited rights to appoint supporting sponsors for the Final, but these partners cannot clash with existing WS sponsors or excluded categories** and are subject to approval by WS
Betting & Gaming	Exclusive Rights	No Rights
Video Games	Exclusive Rights	No Rights
Social Media	Shared between WS and the Host	Shared between WS and the Host

\* WS has the right to provide hospitality to its sponsors and guests within the WS House of Sailing

\*\*Excluded categories: Technology, Sustainability, Insurance, Automotive, Energy, Timekeeping and Logistics