**2021 WINTER STATE CHAMPIONSHIP BID**

**APPLICATION INFORMATION**

If you are interested in being considered as the Host Club for the 2021 Winter State Championship Meet, please submit the following information to Wyoming Swimming on or before the end of the day on **JULY 15, 2020.** Some of the following information is not required to be provided by you, however, failure to submit such information may adversely affect your Club’s proposal to be considered the Hosting Team. PLEASE NOTE – all requests for information regarding financial responsibilities and/or liabilities of WSI must be included in your Application Information. Failure to do so will negate WSI’s liability for any such expense(s) , unless determined otherwise by the WSI Board of Directors.

All information will be posted and made available to all Swim Clubs and other eligible voting entities within Wyoming Swimming. All rules, regulations and voting shall be followed and held pursuant to the **2019 WYSI POLICIES AND PROCEDURES MANUAL.** All Hosting Club provided information will be posted to the WSI Website (as available) with further information regarding Voting Deadlines, Voting Procedures, Requested Clarifications and Notification Provisions.

1. FACILITY
2. Location
3. Lanes available
   1. Please Include Number of Lanes for Competition
   2. Please Include Number of Lanes for Warm-up/Cool Down
4. Timing System
   1. Please include number of pads, pickles and manual watches per lane – for both ends of the pool
   2. Available back-up timing systems/equipment – pads, pickles, computer, starter, etc.
5. State if your pool has or has not been certified in accordance with 104.2.2C(4), and if the certification is on file with USA Swimming.
6. Number of available seats for spectators, coaches and athletes (each separately)
7. Number of available parking spaces (approximately)
   1. Please note if there are competing activities for these spaces and the days of the Championship Meet such competition shall exit
8. Rooms/area available for concessions
9. Rooms/area available for hospitality
10. Rooms/area for meetings and clinics
11. Areas available for “spreading out”
12. HOTELS
13. Number of Hotels within 5-mile radius of pool and additional Hotels available if outside of the 5-mile radius
14. Approximate number of rooms available for the scheduled meet days
15. Negotiated or pre-arranged Block Discounts you have contracted for - Please include Hotel Name/Number of Rooms available/Associated Costs
16. RESTAURANTS
17. Number and type of available restaurants available within a 5-mile range of the pool.
18. RIGHT OF FIRST REFUSAL POSITIONS - Please state whether your Club will elect to exercise its right of first refusal on the following rights/duties/obligations:
19. Concessions
20. Programs
21. Swim Store
22. VOLUNTEER POSITIONS – Please state if your Club is willing to provide any of the following volunteer positions and the number of volunteers you will provide for each such position. Please note, final selection of these Volunteer Positions will be made by the MEET ORGANIZING COMMITTEE, thus there is no guarantee that your Club will be required to fill these positions:
23. Meet Director
24. Assistant Meet Director
25. Timing System Operators
26. Computer Operators
27. Public Address Announcers
28. Concessions
29. Silk Screen Apparel
30. Awards
31. Marshals
32. Set-Up and Break-Down Crews
33. Head Timer
34. Timers
35. Runners for Timing/Officiating Sheets
36. Hospitality Room for Coaches/Officials
37. Parking Coordinator
38. Safe Sport Coordinator
39. First Aid Station
40. Information Desk
41. Head Timer
42. Volunteer Coordinator
43. FISCAL OBLIGATIONS OF WSI – Please list actual expense amounts (and include documentation were available) from any outside sources of financial obligations WSI will be responsible in connection with holding the 2021 Winter State Championship Meet at your facility, including but not limited to:
44. Facility Fee
45. Janitorial Services
46. Supplemental rental fees for facility areas
47. Office Supplies or other Meet supplies
48. Any other costs WSI will be liable for preceding, during or upon conclusion of the Championship Meet.

**V.** SUPPLEMENTAL EXPENSES OF YOUR CLUB

Please detail all supplemental expenses your club will incur and seek

compensation for from WSI in connection with the 2021 Winter State

Championship Meet. These expenses may include, but not be limited to:

1. Security
2. Clean up
3. Hospitality room charges for coaches/officials
4. Room charges for Concessions, Associated Clinics, Official’s Meeting Room or other spaces utilized in conjunction with said Meet
5. Salaried positions you will be required to fill in order to hold said Meet
6. Any other associated expense incurred in the normal course of business of running a State Championship Meet for which you will seek reimbursement from WSI.

Please direct any questions you may have to: Cathy Fisher at cla1065@yahoo.com

PLEASE PROVIDE WRITTEN DOCUMENTATION WITH YOUR APPLICATION OF FACILTY AVAILABILITY FOR THE 2021 WINTER STATE CHAMPIONSHIP MEET TO BE HELD ON FEBRUARY 26 – 28, 2021.