



CHAMPIONSHIP EVENT CHECKLIST

To be completed with a bid to host an ORC Championship

CHAMPIONSHIP

Event name _____

Class _____

Venue _____

Dates _____

Organizing Club _____

Overall Authority _____

Overall Authority WS MNA _____

Primary & Secondary Sponsors _____

Expected number of boats _____

Expected countries _____

KEY PERSONS

Event director _____

Organizing Chairman _____

Local Press Officer _____

Note: A list of all committee members (Race Committee, Scorer, International Jury, Technical Committee) shall be submitted and approved by the ORC at least six months before the event. Please list any relevant credentials, such as IRO, IJ, etc.

FACILITIES ASHORE

Please specify what can be provided in areas, numbers or any description needed:

Number of moorings and/or slips

Distance from event headquarters

Registration Office & Staff

Race Committee Office

International Jury Office

Measurement Office

Measurement space

Press Office/Media Centre

ISAF Classification Office

Notice Board, Web updates

Vehicle parking

Storage & Trailer parking

Hauling, Launching and Repairs

Chandlery/suppliers

Sail Repair Services

Meteo Service

Restaurant or Catering facilities

Stage area for awards

Space for sponsors & other vendors

Other comments

FACILITIES AFLOAT

Please specify what can be provided in types, numbers or any description needed:

Race Committee Signal boat

Pin-end mark boat

Other mark-set boats

Jury boat(s)

Measurer's boat(s)

Media boat(s)

Marks

EVENT PROMOTION AND MEDIA

Please specify what and how these can be provided:

Promotion & marketing plan

Media plan: pre-event, during and
post-event, media relations

Photographer & Videographer

Social networks

Event newsletter

Press releases

IT FACILITIES

Please specify what and how these can be provided:

Broadband internet for officials

Broadband wi-fi internet for crews

Event website – structure, updates,
links, news, info, etc

Tracking system

Event website management plan

LOGISTICS

Please specify what can be provided in costs, numbers or any other description needed:

Accommodation for officials	-----
Accommodation for entered teams	-----
Catering and meal options	-----
Nearest airports & transport options to airports	-----
Transport form the airport	-----
Social events	-----
Event merchandise	-----
Boats for charter	-----

COURSES

Map with course areas both inshore and offshore with: depth, distance from marina, available course length, prevailing wind conditions.