



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

Technical committee office

Measurement space

Press office/Media centre

WS Categorization 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)	_____
Technical committee'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.