

**Association des sports des Sourds du Canada
Canadian Deaf Sports Association**



**National and International
Major Event Bid Application**



Introduction

The purpose of the Bid Application is an expression of interest to initiate the bidding process for an international or national major event. By completing this application, your organization will have expressed their formal interest to participate in the bid application process. The application requires your organization to provide general information necessary for the ASSC-CDSA and ICSD (if international) :

- To create a single register of applicant organizations, thus ensuring a transparent exchange of information between the parties;
- To capture comparable information and data required to assess the initial feasibility of the potential bid applicant to meet the requirements; and
- To assess the preliminary guarantees identifying the level of support given by the various partners.

Furthermore, this information will provide the ASSC-CDSA with the basic information necessary for determining which applicants will be invited to participate to the final stages of the bid application phase for a particular international or national event.

Following completion of the Bid Document, please submit the document via post to the address below :

ASSC-CDSA
10217 boul. Pie-IX
Suite 202A
Montréal-Nord, QC
H1H 3Z5

Fax : 514-321-8349

Website : www.assc-cdsa.com

Please answer all questions in detail and attach the relevant guarantees as requested. Applications with incomplete, missing information or received after deadlines* will not be considered.

You may also wish to consult the *ASSC-CDSA Hosting Manual* which can be accessed either from the website, at the ASSC-CDSA Office in Montréal or at your Provincial Deaf Sport Association.

If you have any questions, please contact the ASSC-CDSA Sport Marketing Coordinator via email, at francis.rousseau@assc-cdsa.com.

* *Deadlines will be communicated through ASSC-CDSA's website.*



1) Please indicate which type of event, the applicant organization wishes to bid for (please mark the appropriate box) :

<input type="checkbox"/>	International event (please specify) :
<input type="checkbox"/>	National event (please specify) :

2) Please provide the name, title and contact details for the responsible person for the applicant organization (please complete)

Name of applicant organization	
Name of contact person	
Title of contact person	
Address	
Postal Code	
City	
Province	
Telephone (specify TTY or Voice)	
Fax	
Email	
Website	

3) Please provide a drafted list of potential members of the Organizing Committee (OC)

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4) Please detail the scope and level of experience the applicant organization has with organizing deaf sporting events

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5) Please provide a statement outlining the principal motivation causing the applicant organization in seeking to host this Deaf sporting event

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6) Please indicate the proposed Host City

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7) Please indicate the proposed dates and alternatives for the relative Deaf sporting event within the time frame indicated

Activity	Start Date	Alternative Start Date	Finish Date	Alternative Finish Date
Arrival Date				
Training Dates				
Opening Ceremonies				
Competition Dates				
Closing Ceremonies				
Departure Date				

8) Please provide general information on the proposed competition and training venue(s), including a description of the facilities and services available, venue diagrams, brochures, etc. (provide attachments)

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9) Please provide information on the closest airport(s) servicing the Host City

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10) Please provide information on the means and system related to local transportation proposed for the Deaf sporting event.

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11) Please provide an overview of the accommodation options, including their location, description of the facilities and services available, distance and time (kilometers and minutes) to the airport(s) and, the competition and training venue(s).

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12) Please provide an overview of the general accessibility services in the Host City

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13) Please provide a letter from the host provincial Deaf Sports Association (PDSA) endorsing the Host Expression of Interest application for this Deaf sporting event.

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14) Please provide letters of support from the owner(s) of the venues and accommodation facilities to be used for this Deaf sporting event.

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15) Please provide letters from governmental (mandatory), private and/or other organizations/individuals supporting the hosting of this Deaf sporting event.

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16) Please note ASSC-CDSA Bid & Contract Principles

- ✓ To establish an Organizing Committee infrastructure appropriate to the successful delivery of the event.
- ✓ For the event to be organized and operated in accordance with the agreed business plan, budget and Contract.
- ✓ To ensure fair entry price for participants
- ✓ To safeguard OC investment
- ✓ To protect ASSC-CDSA (or ICSD) event rights
- ✓ To provide a program at an optimum level to attract maximum participation
- ✓ To establish 75% of the event budget through sponsorship and/or government funding
- ✓ To create conditions for OC/ASSC-CDSA to work together as a team in support of the event

17) Please indicate the proposed site-visit dates for the relative site visit to be scheduled.

Start Date	Alternative Start Date	Finish Date	Alternative Finish Date

18) The applicant organization hereby certifies that this Host Expression of Interest Application has been completed truly and accurately, to the best of its knowledge. The bid applicant organization agrees to abide by the rules and guidelines of ICSD / ASSC-CDSA, the rules of the competition and to co-operate fully with ASSC-CDSA on all matters of this bid process.

Signature

Title

Printed Name

Organization Name

Place

Date



OFFICE USE ONLY
Date of reception :
Date of distribution to CDSA Board of Directors :