

USEF DRESSAGE NATIONAL CHAMPIONSHIPS

INVITATION FOR BIDS

As an organizer of USEF Licensed National Championship level events, you are invited to bid for the following championships: The 2020 and 2021 U.S. DRESSAGE FESTIVAL OF CHAMPIONS

These Championships are run as Level 5 competitions. The USEF Dressage Rules will apply along with provisions set forth in qualifying process and Championship format for each division championship.

Please review the following requirements prior to submitting a completed bid form:

1. The Organizer must have demonstrated the ability to stage a Level 5 event.
2. The Organizer must be able to host the following divisions: Grand Prix, Intermediaire I, Brentina Cup, Young Rider, Junior, Pony Rider, Children, Young Horse (4, 5, and 6-year-old divisions), Developing Horse (Prix St. Georges and Grand Prix divisions), and the Dressage Seat Medal Finals (13 & Under and 14-18 divisions).
3. The dates of the championships must fit into the overall Dressage calendar and not coincide with any major Event. USEF may require selection trials/mandatory outings to be held in conjunction with the National Championships (applies for both 2020 and 2021).
4. The venue must be approved by the USEF following a site inspection (if applicable).
 - a. Requirements for the venue to include proper infrastructure to accommodate:
 - i. A **dedicated** high speed network connection with the capacity to handle a 4 Mbps stream for each ring with active competition.
 - ii. A **dedicated** high speed network connection with the capacity to handle vendor, media, office staff, and spectator traffic.
5. Organizer must obtain a USEF License Agreement to conduct the Championships. The Championships may be held in conjunction with another event.
6. Organizer must provide Competition Manager, Assistant Manager, Secretary, appropriate number of Scorers, Stable Manager, Officials Hospitality Coordinator, Treating Veterinarian, Volunteer Coordinator, appropriate number of Announcers and volunteers.
7. Organizer will be responsible for the judges appointed by USEF for the Championships including judges' fees, travel, lodging, meals and daily transportation to and from hotels/airports and Competition venue. Competition Organizer shall employ at least one USEF licensed Technical Delegate and shall be responsible for all fees and expenses associated with the employment of this official. If any of the named judges are unable to officiate, USEF will be responsible for naming replacements.
8. The Organizer will liaise with a designated USEF Dressage Staff member concerning planning of the Championships including the publication of the Prize List, the timetable, and all social events.

9. Entry and stabling fees are permitted to be charged for the Championships and retained; however, they may not exceed \$50 per class. Stabling fees must not exceed \$300 per single stall for the Championships. Any additional fees require USEF approval.
10. Provide early arrival stabling. Please see application.
11. Provide night security in stabling. This may be at the cost of the exhibitors.
12. If allocated, the 2020 and 2021 U.S. Dressage Festival of Champions, the following deliverables will be required to be provided to USEF by the Organizer (*subject to change*):
 - Ability to organize 1-2 VIP areas dependent upon Championship ring locations;
 - Ability to organize 1-2 welcome receptions based upon the number of veterinary inspections held;
 - At least two (2) VIP tables or six (6) seats in VIP area as needed for National Sponsors (if applicable);
 - At least one (1) VIP table or six (6) seats in VIP area for use of the USEF Staff;
 - Space for at least fifteen (15) banners in Competition arena(s) for the USEF and National Sponsors (provided by USEF) and 15 banners in high traffic areas of the show grounds, totaling 30 banners;
 - At least eight (8) VIP parking spaces for USEF staff and National Sponsors;
 - At least two (2) 10'x10' vendor spaces, one (1) 10'x20' vendor space with securable sides for USEF and one (1) vendor space for National Sponsor(s) if applicable;
 - One 20'x10' tent with securable sides for media with visibility and easy access to the competition arena(s) as well as a power source and Wi-Fi;
 - Ability to request additional booth spaces for USEF sponsors added to the Championships;
 - Ability to provide promotional flags to be displayed in high visibility areas;
 - Ability to provide program ads for USEF and National Sponsors in official event program;
 - Ability to provide video commercials and Public Announcements for USEF and National Sponsors;
 - Ability to provide promotional materials to be distributed during the Event;
 - Ability to provide gifts for VIP and athletes;
 - Ability to provide promotional items for table tops in Hospitality Tent; and
 - Opportunity to purchase additional VIP tables at cost for added sponsors.

13. Sponsorship

Competition Management shall accept all USEF Sponsor(s). Any additional sponsorship activities require prior written approval from USEF.

14. Media and Commercial Rights:

Competition Management/Licensee/Event Organizer acknowledges and agrees that USEF owns and retains all copyrights, media rights and exploitation rights in and to the Championships across all media platforms, including but not limited to all traditional media (television, film, print, etc.) and digital media (social, internet streaming, digital recordings, etc.), which may be granted to third parties at the discretion of USEF. Competition Management/Licensee/Event Organizer shall provide USEF access to exercise these rights.



The Parties agree that with regards to broadcast rights, the USEF may grant these rights to Competition Management/Licensee/Event Organizer upon written request. Competition Management/Licensee/Event Organizer shall agree to grant USEF access, at no cost to USEF, to the livestream and recorded video footage for use on all USEF properties and media partners.

Notwithstanding the above, USEF agrees to accept the videographer chosen by Competition Management/Licensee/Event Organizer solely for the purpose of clipping rides for sales to competitors. No further use is permitted without express written permission from USEF.

Organizer agrees to accept the photographer chosen and contracted by USEF.

15. Organizer will host a welcome reception. USEF and the Organizer will host a competitors' party. USEF Dressage Staff shall work with the Organizer on the logistics including location and time of these events. If you are interested in hosting the 2020-2021 U.S. Dressage Festival of Champions, please complete the bid application form and return it to USEF on or before 5:00 PM Eastern on Friday, March 1, 2019.

Upon agreement with the approved Organizer, the USEF Para-Equestrian Dressage National Championships may be held as part of the 2020-2021 U.S. Dressage Festival of Champions. The USEF is not responsible for applications which are not delivered.

USEF will review all bids and make a recommendation no later than July 26, 2019. USEF reserves the ability to postpone the recommendation of the 2020 and 2021 bids.

Historical information is available upon request by potential applicants including timetables and budgets. If you have any further questions, please contact Hallye Griffin (hgriffin@usef.org).

Kind Regards,



HALLYE GRIFFIN

Managing Director, Dressage

t 859 225 6949 **m** 859 229 1695

e hgriffin@usef.org

usequestrian.org



INVITATION FOR BIDS: 2020-2021 U.S. DRESSAGE FESTIVAL OF CHAMPIONS US Equestrian Federation

ORGANIZER

Name: _____

Address (full): _____

Competition Manager: _____

Competition Secretary: _____

Competition Assistant Secretary: _____

Bidding to host the Championships in 2020 2021 2020 & 2021

Proposed Dates (please list dates for both 2020 and 2021): _____

VENUE

Highlights, history of Venue, competitions hosted:

Surface area of Venue (Size): _____

Dimensions & Footing of Competition Arena (all weather footing recommended):

Detail hospitality facilities available: area, number of tables & seats, proposed cost:

Vendors: location and proposed cost of a booth: _____

Stables: location, type (permanent or temporary), security, type of bedding & cost, number & size of boxes:

Please provide your proposed plan for early arrivals including date early arrivals will be allowed in competition stabling:

NEAREST AIRPORT

Name of Nearest Airport: _____

Airport able to accommodate horse flights: Yes No

If not, nearest airport which can accommodate horse flights: _____

Distance of airport to venue: _____

HOTEL (NAME, DISTANCE, FROM VENUE *LEVEL)

For Athletes/Owners: _____

For Grooms: _____

For Officials: _____

For Media: _____

For VIP Guests: _____

LIVE STREAMING & MEDIA COVERAGE

Infrastructure available for live streaming: Yes No

Requirements for the venue to include proper infrastructure to accommodate:

*A dedicated high speed network connection with the capacity to handle a 4 Mbps stream for each ring with active competition.

*A dedicated high speed network connection with the capacity to handle vendor, media, office staff, and spectator traffic.

Suggested Individual for Live Commentating: _____

Plans for Lead Up and in-show advertising as well as print/video advertisements:

TOTAL BUDGET

Indicate the total budget: _____

Please supply a detailed budget to support the viability of an Event of this standard.

Prize Money total Event (minimum requirement \$75,000 USD): _____

Other classes if not a stand-alone competition: _____

The allocation of the 2020 and 2021 U.S. Dressage Festival of Champions must be approved by the USEF Board of Directors, which will consider the recommendation of the USEF Dressage Sport Committee and the International Disciplines Council. The USEF Dressage Sport Committee or USEF Board of Directors reserve the right to not submit or accept a proposal in the best interest of the sport. The USEF Dressage Sport Committee reserves the right to invite bids from Organizing Committees other than those who have submitted bids or to choose not put any bid (or site) forward for consideration.

Upon agreement with the approved Organizer, the USEF Para-Equestrian Dressage National Championships may be held as part of the 2020-2021 U.S. Dressage Festival of Champions.

Due to Hallye Griffin, US Equestrian Managing Director of Dressage by Friday, March 1, 2019