



2021 COMBINED DRIVING NATIONAL CHAMPIONSHIPS BID APPLICATION

UNITED STATES EQUESTRIAN FEDERATION

4001 WING COMMANDER WAY, LEXINGTON, KENTUCKY 40511

SUBMIT TO:

DANIELLE AAMODT, DIRECTOR OF DRIVING

DAAMODT@USEF.ORG • (859) 225-2077

Application Due Date: August 31, 2020

COMPETITION

USEF DC 901.4 / 901.5

Name of Competition: _____ Dates: _____

Dates to be approved by USEF

Venue & Address: _____

ORGANIZERS

Name & Contact Information: _____

Secretary Information: _____

CHAMPIONSHIP BIDS

USEF Advanced National Championships:

☐ Single Horse ☐ Pair Horse ☐ Four-in-Hand Horse ☐ Ponies (all classes)

☐ USEF Intermediate National Championships (All classes)

☐ USEF Preliminary National Championships (All classes)

Also sanctioned by: ☐ FEI

The USEF National Championships must be USEF licensed and therefore subject to applicable USEF Rules.

VENUE REQUIREMENTS & DETAILS

USEF GR 1216

Describe the facilities available & attach diagram if possible

Horse Inspection Area: *if Advanced* Length _____ Surface _____

Dressage Arena: Dimensions/Perimeter _____ Surface _____

Warm up: Dimensions/Perimeter _____ Surface _____

Obstacle Driving Arena: *if different* Dimensions/Perimeter _____ Surface _____

Warm up: Dimensions/Perimeter _____ Surface _____

Electronic Timers? ☐ Yes ☐ No

Refer to USEF Rulebook DC 934 & DC 956 for Arena requirements

Marathon Track: *Describe the facilities available & attach maps if possible*

Section A _____

Transfer _____

Section B _____

Number of Obstacles _____

Additional Comments: _____

Refer to USEF Rulebook DC 944 & DC 945 for Course requirements

Transportation for officials to inspect course: _____

Ambulance available in case of injury: _____

Qualified Medical Personnel required, as described in USEF Rulebook GR 1211.5

Veterinary Emergency resources during Event: _____

Remote Communication (i.e. radios): _____

To include: Ground Jury, Organizers, Veterinary staff, Technical Delegate, Safety Coordinator, Obstacle Judges & Section Timers.

Announcer Communication: _____



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STABLING & GROUNDS

USEF GR 1215 / DC 919

Describe Training Areas: _____

Describe Stable Security: _____

Stabling Type: _____ Number of Stalls available: _____

Describe water access for Stabling & Marathon: _____

Describe wash areas for horses: _____

Describe restroom facilities available: _____

Resources for Feed/Hay/Stall Bedding nearby: _____

Access to Farrier & Veterinary Services: _____

Food services available on grounds: _____

HOSPITALITY

Nearest Airport: _____

Distance to Hotels / Accommodation: _____

Hospitality / Transport for Officials: _____

Show Office & Competitor briefing areas: _____

Facilities available for Officials to meet: _____

Facilities available for Scoring: _____

Vendor area: _____

Describe Seating available: _____

Describe VIP area, if any: _____

Area for Media/Press: _____

OFFICIALS & STAFF

USEF GR 1211 / DC 966 - 977

Ground Jury President: _____ Jury Member: _____

List Name / Country of origin / License held

Jury Member: _____

**Note Appeal Committee (not required)*

Jury Member: _____

Jury Member: _____

Technical Delegate: _____ Steward: _____

Course Designer: _____ Farrier: _____

Scorer: _____ Medical Personnel: _____

Veterinarian: _____ Vet Staff: _____

If Officials are not named at time of application or change after submission, the Driving Sport Committee can approve them at a later date.

MARKETING

USEF GR 308

Competition Management acknowledges and agrees that USEF owns and retains all copyrights, media rights and exploitation rights in and to the Competition 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. Licensee shall provide USEF access to exercise these rights.



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Competition Management shall accept all current, future, and exclusive sponsors of the event. Sponsors shall receive all contract benefits per their agreements with US Equestrian, to include signage, communications, VIP amenities, branding, social media promotions and/or other deliverable. All benefits provided to the sponsors will be at no additional cost to US Equestrian. US Equestrian will supply a full list of the deliverables to be executed during the event to the Competition Management. Competition Management shall acknowledge that the list may be amended if sponsorship or deliverables change during the term of the agreement.

Competition Management shall:

- ☐ Not use any sponsor (business, individual, or any other entity) to endorse or participate in the Competition without prior written approval from the USEF Marketing Department. Approval shall not be unreasonably withheld.
- ☐ If applicable, provide for the production, at no cost to USEF, of the Competition to be live streamed exclusively to USEF through the USEF video platform
- ☐ Display the official USEF logo on all posters, schedules, programs and official printed materials regarding the Competition.
- ☐ Affix USEF Banners in a prominent and visible location in:
 - All competition arenas
 - At least one Obstacle
- ☐ Place a full page ad in any event program produced
- ☐ If available, play :30 second – 1 minute USEF video ads on jumbotron/scoreboard
- ☐ Provide for an allotment for PSA announcements during the event
- ☐ If offered, provide for a 10'x10' booth space
 - ☐ Provide access to at least 5 professional photos per day from the event at no cost to USEF for USEF's non-commercial use for promotional efforts, including, but not limited to, press releases, social media accounts, US Equestrian magazine, the website, and the joy ad campaign. Furthermore, such photographer must grant USEF to convey non-commercial use to third parties for the purpose of fulfilling USEF's promotional efforts.

Describe the Prize Giving Ceremony: _____

Describe Post Event Publicity / Press Releases: _____

FINANCIAL RESPONSIBILITY

USEF GR 303.6

Competition Management shall bear all expenses and risk of loss generated by conducting the Event, and is entitled to retain any income generated from entry fees, ticket sales, VIP sales and vendor fees.

Summarize your financial plan and/or sponsorship strategy: _____

Competition Management shall acquire and maintain, at their own expense, a policy of general liability insurance with limits no less than \$1,000,000 per occurrence, including a \$50,000 limit for equipment and property. The competition management must be the Named Insured, with the USEF listed as an Additional insured. A **certificate of insurance** with said coverage must be provided to the USEF at least **two weeks prior** to the first day of the Event.

SAFE SPORT RESPONSIBILITY

USEF prioritizes the safety and welfare of its participants. As the Competition Management of a USEF owned event, you are subject to and bound by the U.S. Center for SafeSport Code, and USEF Safe Sport Policy including the Minor Athlete Abuse Prevention Policies. These can be found at <https://uscenterforsafesport.org/response-and-resolution/safesport-code/> and <https://www.usef.org/safe-sport>.



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Competition Management shall enforce the suspensions and bans imposed by the U.S. Center for SafeSport and USEF by ensuring such individuals are prohibited from participating in any manner, including as a spectator. If any suspended or banned individual appears on the grounds, Competition Management shall have the person removed and promptly report the violation to USEF.

As it relates to performance of the services under this Agreement, Competition Management shall not hire or contract or engage as a volunteer any individual who is on a Sex Offender Registry or has a criminal conviction involving child abuse/neglect, animal cruelty, drugs, sexual misconduct, or a violent crime. Any individual who will have a position of authority over athletes or who will have regular contact with athletes must successfully complete and maintain through the term of this Agreement, the background check and Safe Sport training required by the Safe Sport Policy.

CHAMPIONSHIP PROTOCOLS

- All Advanced USEF National Championships should be held at least one month before the FEI World Championships in the calendar year, where possible.
- Participation: Athletes or Grooms may only compete one turnout in the USEF National Championships and must complete the Event without elimination or disqualification in order to win the title. *USEF DC 928.2.2.1*
- Marathon: Athletes and Grooms participating in the National Championship that also have a non-Championship entry must compete the Championship entry first in the marathon. *USEF DC 928.2.2.2*
- The USEF Driving Sport Committee (DSC) will review all Championship bid applications, to ensure they meet the USEF requirements and rules, then submit their recommendation to the International Disciplines Committee (IDC) and the USEF Board of Directors for approval. Any members of the DSC who have financial or personal interest in the bidding competitions shall recuse themselves from the selection process.
- Competitions selected to host the USEF National Championships will be required to sign a contract with the USEF. Once signed, the contract and final approved application will be sent to the Technical Delegate who is officiating at the event.
- Once a bid to host a USEF National Championship is approved, the organizers must immediately advise the USEF Driving Sport Committee of any changes. If such changes fail to meet the necessary standards for the National Championships, the USEF Driving Sport Committee reserves the right to withdraw the selection and award the USEF National Championships to another applicant, under the approval of the Board of Directors.
- If no acceptable bid applications have been received by the closing date, USEF reserves the right to extend the deadline and accept more applicants or choose a host at its discretion.
- Event Secretaries must provide the list of qualified National Championship entries, per the published USEF Combined Driving National Championship Criteria, to the USEF Director of Driving at least one week prior to the event.

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