



2018 NATIONAL CHAMPIONSHIPS BID APPLICATION
UNITED STATES EQUESTRIAN FEDERATION
4047 IRON WORKS PARKWAY, LEXINGTON, KENTUCKY 40511

SUBMIT TO:
DANIELLE AAMODT, DIRECTOR OF DRIVING
DAAMODT@USEF.ORG • (859) 225-2077

Application Due Date: July 31, 2017

COMPETITION

USEF DC 901.4 / 901.5.3

Name of Competition: _____ Dates: _____
Venue & Address: _____
Dates to be approved by USEF

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 ☐ ADS

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/Border _____ Surface _____
Warm up: Dimensions/Border _____ Surface _____
Obstacle Driving Arena: *if different* Dimensions/Border _____ Surface _____
Warm up: Dimensions/Border _____ 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: _____

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: _____ <i>List Name / Country of origin / License held</i> <i>*Note Appeal Committee (not required)</i>	Jury Member: _____ Jury Member: _____ Jury Member: _____ Jury Member: _____
Technical Delegate: _____	
Course Designer: _____	Steward: _____
Scorer: _____	
Veterinarian: _____	Vet Staff: _____
Farrier: _____	Medical Personnel: _____

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 is to 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 to supply a full list of the deliverables to be executed during the event to the Competition Management. Competition Management is to acknowledge that the list can 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 Championship without prior written approval from the USEF. Approval shall not be unreasonably withheld.
- ☐ Provide for the production, at no cost to USEF, of the Events 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 Championship.
- ☐ 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
- ☐ Provide for an allotment for PSA announcements during the event
- ☐ Provide for, if available, a 10'x10' booth space
- ☐ Provide access to at least 5 photos 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 discover the joy ad campaign.

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.

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.
- Drivers 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**
- There should be a minimum of three (3) entries in a class for a USEF National Championship to be awarded, where possible. In the event there are fewer than three (3) entries, in order to be awarded the USEF National Championship the recipient must at least achieved the following scores to win the respective classes [singles/pairs-



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score of 175, fours- score of 200] at the National Championship Event. This stipulation is subject to review by the Driving Sport Committee.

- 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 Judges, Technical Delegate, Course Designer, Veterinarian and Steward who are 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 IDC and Board of Directors.

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