



OBJECTIVES AND PURPOSE OF BIDDING MANUAL

The Bidding Manual have been prepared to facilitate the task of those who want to apply for any of the IBSA Judo Sub-Committee Events. It provides a guidelines for the application procedure with as much information as you will need to present your Candidature for the IBSA Judo World Championships or one of the IBSA Judo Continental Championships (IBSA Judo Events).

Each Federation (FED) acknowledges that adherence to the spirit and principles set out is critical to the successful of the IBSA Judo Events.

The overall objectives from IBSA Judo Sub-Committee are:

- To clarify the bid process
- To inform you of the minimum standards or requirements to be met by the Candidate Cities in their bid propositions
- To guide you through the various steps of a Candidate City to stage IBSA Judo Sub-Committee Events

The Bidding Manual is two parts:

- Specifications*
- Time Planning*



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PART I: SPECIFICATIONS

1. The City & The Venue

a. The City

The choice of the City for the Candidature is very important, as it as to comply with the different characteristics required, depending on the IBSA Judo Event to be organised:

To host an IBSA Judo Event, nowadays, it is impossible to organise any event if it does not have the full support of the city authorities. This is only important for financials reasons, but for other matters connected to the promotion of IBSA Judo Event, to the transportation system (support to the organisation and free circulation on public transport for accredited people), etc.

When bidding for the IBSA Judo World Championships it is essential that the City has more than 30,000 inhabitants. This, in the case of the World Championships, directly connected to the need to fill the Venue for two (2) or more days and to be able to provide sufficient accommodation facilities. For the IBSA Judo Continental Championships, the size of the City can be smaller due to the fact that the needs are different.

It is necessary that the City has an International Airport which connects directly with the major capitals. If this is not possible, for all IBSA Judo Events, the maximum distance to the closet International Airport should not be more than 100km.

b. The Venue

As far as the IBSA Judo Event Venue is concerned there are four elements to be taken into consideration before bidding:

It is important that the capacity of the Venue is suitable for the IBSA Judo Event to be organised. While for the IBSA Judo World Championships it is important to have a Venue with a large capacity (minimum 1,500 seats), for the IBSA Judo Continental Championships the needs are quite different (minimum 500 seats). As already indicated it is a priority of the IBSA Judo Sub-Committee to organise IBSA Judo Events in Venue which will be full. For this reason it is essential to choose the right Venue – not necessary the biggest – in the right City.

The fundamental requirement to organise an IBSA Judo Event with a full Venue is in order to satisfy:

- The athletes (it is one of the most important conditions for achieving good performances)
- The promotion of judo in the country (the organisation of an international event is an important tool to achieve such a promotion)
- The expectation of the national/local authorities (the strength of judo in each country is also measured on the basis of its own popularity)
- The need for a good picture to be shown by media, specially television (it is no good publicity to show at home or across the world an empty Venue)
- The necessity to satisfy partners and sponsors (both public partners and commercial sponsors need a full Venue to justify their investment).



2. The Organising Committee

To host an IBSA Judo Event, nowadays, it is impossible to organise any event if it does not have the full support of the valid federation. This is really important for financial, organisational and promotional reasons.

FED shall appoint the Organising Committee (OC) which shall have responsibility for the organisation and implementation of the IBSA Judo Event.

FED shall provide the relevant addresses and contact details of Organising Committee offices in the host city along with the names, responsibilities, addresses and telephone of the persons in the positions described below:

- OC Chairman
- OC Executive Director
- OC Media Director
- OC Competition Director
- OC Marketing Director
- OC Venue Manager
- OC Logistics Director
- OC Volunteer Director
- OC Protocol Director

OC will have a permanent office in the host city at least 6 months prior to the IBSA Judo Event.

3. Facilities

a. General facilities

FED shall procure that all necessary facilities for the proper organisation, implementation and conduct of the IBSA Judo Event and for recording its statistics and protocols are made available at FED's expense.

b. Seating facilities

FED shall provide the following minimum seating facilities at the competition venue of the IBSA Judo Event:

Sufficient seating for all categories of spectator must be provided. The minimum seating capacity in the stands of the IBSA Judo Event competition must be as follows:

- *World Championships*: 1,500 seats
- *Continental Championships*: 500 seats

Included in the previously mentioned seating capacities must be adequate and appropriately-located seating, such adequacy and location to be agreed with IBSA Judo Sub-Committee, for accredited spectators who shall include:

Print and Electronic Media

For the accredited media, television and radio working units shall be provided at the competition venue of the IBSA Judo Event with seated positions from which the media representatives have a direct view and prime seating position and can see all areas of competition clearly and without obstruction. Each television and radio working units shall be



equipped with two seats and a telephone switch. The minimum working units must be as follows:

- *World Championships*: 8 television and radio working units
- *Continental Championships*: 4 television and radio working units

The VIPs

For the VIPs, FED shall provide a restricted area in appropriate prime seating at the competition venue of the IBSA Judo Event. The minimum seating capacity must be as follows:

- *World Championships*: 50 seats
- *Continental Championships*: 30 seats

The Event Sponsors

For the IBSA Judo Event sponsors and suppliers, seating shall be provided within the VIP area. The exact number of seats to be provided to event sponsors and suppliers shall be defined by IBSA Judo Sub-Committee in co-operation with FED.

The Teams

For the teams and/or competitors at the IBSA Judo Event, seating shall be specifically reserved at the competition venue. The minimum seating capacity must be as follows:

- *World Championships*: 300 seats
- *Continental Championships*: 200 seats

c. Media facilities

FED shall provide proper working facilities for the media which shall include as a minimum the following:

- o A press centre with working desks provided with plugs for electricity and internet connection for personal computers. The minimum seating capacity must be as follows:
 - *World Championships*: 10 seats
 - *Continental Championships*: 10 seats
- o A suitable press conference room for 30 persons.
- o A pigeon hole system for each accredited media-person.

4. Services

a. Medical Services

For the duration of the IBSA Judo Event and for one (1) day prior to the IBSA Judo Event and within all areas and venues (both competition and training) which are used for and in connection with the IBSA Judo Event, FED shall procure that free emergency medical services provided by a voluntary organisation or otherwise shall be available for all accredited competitors, officials, media and for spectators.

b. Transport service

For the duration of the IBSA Judo Event and for one (1) day prior to the IBSA Judo Event and one (1) day thereafter, FED shall procure that free local transport (in the form of coaches and/or mini coaches) shall be available to all accredited competitors, IBSA sponsors, officials and media between any of the following:

- o the competition and training venues
- o the officials hotels and



- the nearest International Airport
- c. Training Venue

Free use of all training venues and facilities for the duration of the IBSA Judo Event and for up to one (1) day prior to the IBSA Judo Event shall be available for all competitors in accordance with the training schedules which shall be drawn up by FED in consultation with and subject to the prior approval of IBSA Judo Sub-Committee.
- d. Office space

Free use of office space shall be provided at the hotel including a reasonable number of telephones (the precise number to be mutually agreed in due course) each with a dedicated telephone line. The foregoing space and lines shall be exclusively allocated to IBSA Judo Sub-Committee and its authorised representatives.
- e. Awards

Medals, trophies and diplomas shall be awarded as set out in the IBSA Rules. Any decisions concerning the presentation of the awards are the sole prerogative of the IBSA Judo Sub-Committee. FED confirms that the design, layout and inscriptions of said awards shall be subject to the prior written approval of the IBSA Judo Sub-Committee.
- f. Competition results

Two (2) full sets of results shall be delivered to each competing federation in the official hotels within three hours following the conclusion of the last competition of the last day of the IBSA Judo Event. Five (5) full sets of results must be delivered to the IBSA Judo Sub-Committee office on-site on the evening following the conclusion of the last competition of the IBSA Judo Event.
- g. Opening Ceremony

FED shall be responsible for the organisation of the opening ceremony of the Event subject always to prior approval by IBSA Judo Sub-Committee. The contents of any and all speeches which are intended to be made in connection with the official ceremony must first be submitted in full and in writing to IBSA Judo Sub-Committee not less than 48 hours before the due time of the intended speech. A presentation of the provisional programme for the opening ceremony shall be forwarded by FED to and for the approval by IBSA Judo Sub-Committee not less than 7 days before the due time of the intended opening ceremony.
- h. Doping Control

FED acknowledges that in accordance with the IBSA Rules as well as WADA Code, doping control is required and must be carried out. Tests shall be directed and supervised by IBSA Judo Sub-Committee appointed doctor with the assistance on one (1) doctor appointed by FED.

FED shall be financially responsible for all costs in relation to doping control with the exception of the travel expenses of the IBSA Judo Sub-Committee appointed doctor, delegates and Medical Director.
- i. Entry Visas



FED shall obtain from the Government a written guarantee that entry and if necessary working visas or similar will be delivered to all participants, officials, media, sponsors, suppliers and supporters wishing to attend the event and who have need of such a visa or similar in order to facilitate their entry in the host country.

j. Accreditation

FED shall provide an accreditation system appropriate for the IBSA Judo Event and approved by IBSA Judo Sub-Committee.

k. Ambush Marketing

FED shall use its best endeavours to ensure that no party gains any form of association, direct or indirect, with the IBSA Judo Event unless such party has been granted rights by either IBSA Judo Sub-Committee or FED.

l. IBSA Judo Sub-Committee Hospitality

FED shall provide appropriately furnished rooms at the competition venue for IBSA Judo Sub-Committee to use for public relations and promotional purposes and activities.

5. **Accommodation**

a. Site visits and Hotel accommodation

With effect from the date IBSA Judo sub-Committee accepted the FED bid, FED shall provide to IBSA Judo Sub-Committee free of charge single-room-nights of hotel accommodation with breakfast, lunch and dinner (both three course) and soft drinks with each of these and table wine and beer during dinner, for any person(s) who may be delegated with the approval of the Chairman of IBSA Judo Sub-Committee to carry out site visits in the host city as follows:

- *World Championships*: 30 single-room-nights
- *Continental Championships*: 20 single-room-nights

FED shall also provide free of charge suitable travel during such visits, but excluding travel to and from the host country.

b. Hotel Prices

FED shall organise and categorise hotel accommodation for the following persons: members of the IBSA Judo Sub-Committee, appointed officials, competitors in the IBSA Judo Event, IBSA Judo Sub-Committee Sponsors, Judges, Referees and accredited Media.

c. Accommodation Costs

In addition to the payment by FED of the accommodation costs set out above, FED shall pay for the accommodation costs (excluding extras) in single or twin or double rooms as notified by IBSA Judo Sub-Committee with bed & breakfast in a 4 star category hotel for the following persons or category of person:

- The IBSA President, Secretary, Treasurer of IBSA and Bureau Delegate for the period from one (1) day before the first day of the IBSA Judo Event until the day following the last day of the IBSA Judo Event.



- The IBSA Judo Sub-Committee Chairman and two members of the IBSA Judo Sub-Committee office for the period from three (3) days before the first day of the IBSA Judo Event until the day following the last day of the IBSA Judo Event.
- Twenty five members of the IBSA Judo Sub-Committee Technical Committee including referees for the period from two (2) days before the first day of the IBSA Judo Event until the day following the last day of the IBSA Judo Event.
- Two members of the IBSA Judo Sub-Committee Medical Committee for the period from one (1) day before the first day of the IBSA Judo Event until the day following the last day of the IBSA Judo Event.
- Two representatives of any Agent for the period of for the period from three (3) days before the first day of the IBSA Judo Event until the day following the last day of the IBSA Judo Event.

FED guarantees that it shall also pay a 'per day' allowance for each of the persons referred to above of 50 Euro in respect of food and beverages. Any accommodation required by IBSA Judo Sub-Committee in excess of the above will be charged to IBSA Judo Sub-Committee at a preferential rate to be agreed by IBSA Judo Sub-Committee.

6. Communication

a. Official Programme

FED shall produce at its own expense an official souvenir programme for the IBSA Judo Event. The programme shall be of a standard commensurate with the status of the IBSA Judo Event and shall be in accordance with the IBSA Corporate Identity Manual and subject to the prior approval of IBSA Judo Sub-Committee.

The programme shall incorporate the IBSA Judo Sub-Committee Sponsors names and logos and a minimum of five (5) full pages of "four colour process" advertising and three (3) half pages of "black and white process" advertising, free of any charges to IBSA Judo Sub-Committee and/or the IBSA Judo Sub-Committee Sponsors.

b. Event Information Bulletin

FED shall produce, at its own expense and subject to the prior approval of IBSA Judo Sub-Committee, event information bulletins, in which the IBSA Judo Sub-Committee Sponsors shall be offered advertising space free of charge.

c. Result Sheets/ Poster

FED shall produce at its own expense and subject to the prior approval of IBSA Judo Sub-Committee, event information leaflets for public distribution, posters and result sheets which shall include the names and logos of the IBSA Judo Sub-Committee Sponsors as IBSA Judo Sub-Committee requires.

d. Tickets

FED shall at its own expense and subject to the prior approval of IBSA Judo Sub-Committee admission tickets to each competition/activity at the IBSA Judo Event. Any kind of identification on the ticket is to be considered as a Marketing Right.



FED shall place at disposal of IBSA Judo Sub-Committee, free of charge twenty (20) tickets for each competition day at the IBSA Judo Event. These tickets shall be delivered to IBSA Judo Sub-Committee on the day previous to the start of the competition.

e. Official Internet Website

FED shall be obliged to design, host, maintain and run a website specifically for the IBSA Judo Event subject to the approval of all elements of its design and operation and branding by IBSA Judo Sub-Committee, to be given or withheld in IBSA Judo Sub-Committee's absolute discretion.

7. Marketing

a. Broadcasting Rights

IBSA Judo Sub-Committee as the owner of all the broadcasting Rights anywhere in the world reserves the right to grant to third parties Broadcasting Rights in whole or in part worldwide. IBSA Judo Sub-Committee shall grant to FED a licence to grant to the Host Broadcaster the right to Broadcast by Television the IBSA Judo Event in the host country.

b. Marketing Rights

IBSA Judo Sub-Committee grants to FED the right to grant 50% of the Marketing Rights to up to a maximum of six (6) sponsors/suppliers (hereinafter named "FED Sponsors") on an exclusive product /service category in respect of the categories used by IBSA Judo Sub-Committee and subject to the prior approval of IBSA Judo Sub-Committee.

FED acknowledges and agrees that IBSA Judo Sub-Committee has reserved all rights to grant to parties of its choice the 50% of the Marketing Rights retained by IBSA Judo Sub-Committee (hereinafter named "IBSA Sponsors"). FED confirms that it shall make available for IBSA Sponsors and FED sponsors all space and branding and advertising opportunities at and the air space immediately above the venues for the IBSA Judo Event and the training venues and any other area or venue being used for staging the IBSA Judo Event which is capable of being used for the placement of advertising and branding.

c. Additional rights for FED Sponsors

IBSA Judo Sub-Committee also grants to FED the right to grant to the FED Sponsors referred previously the following additional rights:

- To use the IBSA Judo Event name, IBSA & IBSA Judo Sub-Committee Logo, IBSA Judo Event Logo and IBSA Judo Event Mascot (if any)
- To have the FED Sponsors' logo on a backdrop in the press conference room
- To have the FED sponsors' logo on banners, flags, composite boards and totems at the venues
- To have the FED Sponsors' logo in all IBSA Judo Event printed materials
- To have the FED sponsors' logo on an advertising page in the official programme
- To set up concession stands for information and sales purposes
- To use the VIP Hospitality areas for a social function
- To have VIP passes (number to be agreed)

d. Advertising Hoardings



The Costs of and for setting up, dismantling, transport, design and production of the advertising boards and identifications at the venues of the IBSA Judo Event for the IBSA Sponsors and FED sponsors shall be costs of FED and IBSA Judo Sub-Committee, shared in accordance with the respective number of FED Sponsors and IBSA Sponsors.

e. Other FED Rights

IBSA Judo Sub-Committee confirms that FED may also exploit the rights relating to and revenues arising from the following:

- The Ticketing Rights
- Sales of the official programme or daily programmes and official posters
- Sales of tourist packages in connection with the IBSA Judo Event
- Preferential agreements with official hotels
- Agreements with state government, region, city or other public authorities
- Agreements with the National Paralympic Committee
- Catering and hospitality (excluding the facilities granted to IBSA Sponsors) arrangements at the venues

f. Merchandising Rights

FED confirms that it has no rights to any Merchandising Rights save in relation to sales of official programmes, daily programmes and official posters as provided above or unless otherwise agreed by IBSA Judo Sub-Committee, and FED acknowledges that such agreement shall be on the terms and conditions, including possible payment, imposed by IBSA Judo Sub-Committee.

g. Reservation of Rights

All rights and opportunities relating to the Event, whether Revenue Producing Rights or other rights, not expressly granted to FED under these specifications are reserved by IBSA Judo Sub-Committee.

8. Finance

a. Consideration

In consideration for the right to stage the IBSA Judo Event and to exploit the rights referred above FED shall pay to IBSA Judo Sub-Committee the minimum sum of:

- *World Championships*: 5,000 Euros no later than 12 months before the Event
- *Continental Championships*: 2,500 Euros no later than 6 months before the Event

b. Guarantee

The Government unconditionally and irrevocably guarantees to IBSA Judo Sub-Committee the due, prompt and punctual performances and payments required under these specifications. The City shall not be exonerated or discharged nor shall its liability be affected by any forbearance, whether as to payment, time, performance or otherwise howsoever, or by any other indulgence being given to FED by IBSA Judo Sub-Committee.



PART II: TIME PLANNING

1. Feasibility Study

It is expected that, before announcing the Candidature, a detailed feasibility study is conducted.

Of course the type of feasibility study and the time needed for it differ depending on the event you want to bid for. But the announcement of the Candidature by the federation cannot be made if this exercise and the related activities are not properly carried out.

- a. Study IBSA Rules
- b. Study IBSA Judo Sub-Committee Bidding Manual
- c. Evaluate Venue and technical facilities
- d. Evaluate logistic and accommodation facilities
- e. Achieve approval and support of Government, City, Sport authorities
- f. Draw up promotional budget

→ Announcement candidature (6 months before decision)

2. Bidding Documents

Each candidate will have a period of 3 months to prepare its formal bid. The preparation will be easier if the feasibility study has been properly conducted and if the necessary support has been requested and achieved beforehand.

- a. Prepare bidding Candidature with all requested information
- b. Provide all requested guarantees from authorities and venue owners
- c. Clarify who will organise the event if awarded
- d. Develop in detail different projects related to accommodation, marketing, etc.
- e. Finalise Budget

→ Application deadline (3 months before decision)

3. Evaluation

The IBSA Judo Sub-Committee will, based on bidding documents presented, decide which of the candidatures meet the required standards.

- a. IBSA Judo Sub-Committee evaluation of candidatures presented
- b. IBSA Judo Sub-Committee site visit to clarify outstanding issues
- c. Decision of IBSA Judo Sub-Committee

→ Decision (final decision)



APPENDIX 1: APPLICATION FORM

1. THE FEDERATION

Please indicate the name of your federation (hereinafter named “FED”)
Please provide the letter of guarantee from the valid federation.

2. THE IBSA JUDO EVENT

Please indicate which IBSA Judo Event (World Championships, African Championships, Asian Championships, European Championships, Pan-American Championships or Oceanic Championships) you want to host (hereinafter named “Event”).

3. THE CITY

- 3.1. Please indicate in which City will take place the Event (hereinafter named “City”).
- 3.2. Please provide the letter of guarantee from the City (see Appendix 3)
- 3.3. Please indicate the population of the City.
- 3.4. Please indicate on a map where the City is located in your country.
- 3.5. Please indicate the nearest International Airport and the connections to the major capitals.
- 3.6. Please indicate other judo or international sport events or conferences, trade fair etc. organised by your Federation in the City and by the City itself in the last 10 years.
- 3.7. Please explain why FED and the City want to organise this Event.

4. THE ORGANISING COMMITTEE

- 4.1. Please indicate how you plan to set up the Organising Committee (hereinafter named “OC”) and how other entities (other than FED) are integrated.
- 4.2. Please provide the names of persons which you intend to propose for the following positions:

-OC Chairman	-OC Competition Director	-OC Logistics Director
-OC Executive Director	-OC Marketing Director	-OC Volunteer Director
-OC Media Director	-OC Venue Manager	-OC Protocol Director
- 4.3. Please confirm that the OC will have a permanent office in the City of the event at least 6 months prior to the Event.

5. THE VENUE

- 5.1. Please indicate the exact name and address of the Venue.
- 5.2. Please indicate on a map of the City where the Venue is located. At the same time please also mark hotels (for athletes, media and VIPs) and other official sites, with the details of distances between the Venue, officials sites and the International Airport.
- 5.3. Please indicate the seating capacity of the Venue.
- 5.4. Please indicate the lighting level (in Lux).
- 5.5. Please indicate on a map where the commercial area is located in the Venue.
- 5.6. Please indicate on a map where the secretariat offices for IBSA Judo Sub-Committee.



6. FACILITIES

- 6.1. Please indicate on a map where the delegation stands are located.
- 6.2. Please explain which medical services you will provide (for athletes and spectators).
- 6.3. Please explain which technical facilities you are able to provide (electricity and water supply, power back-up system, timing and data processing services, storage facilities, security)
- 6.4. Please indicate on a map where are located the Media Stands, the Media Centre, the Press Conference Room and the Mixed Zone
- 6.5. Please explain which catering services you will provide for all different categories (athletes/coaches/officials, VIPs, media, general public)
- 6.6. Please indicate on a map where are located the VIP Stands and the Hospitality Area.

7. DATE

- 7.1. Please indicate if you are able to hold the Event in the period indicated by IBSA Judo Sub-Committee. If no, please give preferred dates which the IBSA Judo Sub-Committee could consider and state reasons.
- 7.2. Please indicate if these dates are during school or public holidays.
- 7.3. Please give details on weather conditions at this time at the venue (hours of daylight, humidity levels, prevailing sun/winds etc.).

8. ACCOMMODATION

- 8.1. Please indicate the number of Hotels and the total accommodation capacity in the City divided by categories (* to ***** stars). Please indicate number of rooms and beds.
- 8.2. Please present a map indicating where all Hotels are located and provide a detailed schedule of distances (in km and minutes) from Venue and Airport.
- 8.3. Please confirm hotels are able to cater with athletes' menus (self service, buffet style)
- 8.4. Please confirm hotels can adapt to a timetable and early/late requirements of technical staff and can lunch boxes be arranged.
- 8.5. Please confirm the provision of a meeting room of 60 persons.
- 8.6. Please confirm hotels can guarantee in the entrance hall space for a welcome desk and a composite board of the event (which includes sponsors' names).

9. TRANSPORT

- 9.1. Please confirm that you will provide a regular shuttle service throughout the competition period from the airport to hotels, from hotels to the venue and training facilities, from hotels to social functions.
- 9.2. Please indicate the nearest international Airport.
- 9.3. Will there be a provision of private cars for VIPs/Sponsors and how many?
- 9.4. Please indicate parking possibilities (bus and cars) close to the venues and different sites.
- 9.5. Will accredited people be allowed to use public transport free of charge?
- 9.6. Please indicate the possibilities for the general public to reach the venue where the event is taking place.

10. PROMOTION

- 10.1. Please indicate past experiences which show the success of the City in this field.
- 10.2. Please give a description of your promotion plans for the event including dates and budgets.



- 10.3. Please indicate how the seating in the stadium is divided splitting the different areas dedicated to spectators and to officials participants (athletes, officials, media, VIPs, Sponsors etc.). Please attach a map of the venue with such division.

11. MARKETING

- 11.1. Please confirm you can guarantee provision of “clean” facilities through respective agreements with the owners and mark on a map the protected boundaries of the venue (see Appendix 4)
- 11.2. Please confirm that during the competition period you will be free of any companies holding existing franchises for the venue (see Appendix 4).
- 11.3. Are there any national, legal and/or television restrictions to advertising within the Venue? If yes, please give details.
- 11.4. Please confirm it will be possible to install composite advertising boards and identification of the event (which include sponsor names) at all official venues, including hotels.
- 11.5. Please indicate what is the strength of the sponsorship market in your country and who are the sponsors linked to judo.

12. FINANCE AND BUDGET

- 12.1. Please indicate how you will finance the event for which you want to bid and which contacts you have made in order to achieve this. Who will guarantee any deficit?
- 12.2. Please confirm that you will examine the total amount to be paid to IBSA Judo Sub-Committee (see clause 8.a in the Specifications).
- 12.3. Please attach a draft of your budget.



APPENDIX 2: CLEAN VENUE

As part of the guarantees submitted granting the OC the right to use the venue on the period leading up to and during the IBSA Judo Event, FED must ensure that for each proposed venue, the following terms and conditions are agreed to by the venue owner/manager.

Signage

The venue owner grants the OC the right to have:

- Exclusive use of all indoor and outdoor signage at the venues, as well as signage in areas adjacent thereto and under the control of the owner.
- Exclusive control of all venue naming rights and signage, including but not limited to the right to re-brand or cover existing signage.

Retailing and Concessions

The venue owner grants the OC the right to:

- Be the sole and exclusive manager and operator of merchandise retail outlets and food/beverage concessions at the venue
- Sell IBSA Judo Event merchandise at retail outlets and food/beverage concessions services, facilities and outlets.
- Access all merchandise retail outlets as well as food and beverage products in venue.
- Use staff of its choice and dress such staff in uniforms of its choice to operate the merchandise retail outlets and food/beverage concessions.

Ticketing and Hospitality

The venue owner grants the OC the exclusive right to:

- Manage and sell tickets and hospitality in relation to IBSA Judo Event for the venue.
- Manage and sell suites and speciality seats in relation to IBSA Judo Event for the venue

Broadcasting and Sponsorship

Throughout the term of the lease agreement, the venue owner agrees that the OC has the exclusive right to sell broadcast, sponsorship or any other multimedia rights in relation to IBSA Judo Event being held at the venue.

Exclusive use of sponsor products

The venue owner agrees that the OC shall have the right to exclusively use products and services of IBSA Judo Event sponsors at the venue (and re-brand existing products and services, to the extent necessary to respect exclusive rights granted to IBSA Judo Event sponsors), including but not limited to the following product categories:

- Non-alcoholic and alcoholic beverages
- Audio-visual equipment including but not limited to video boards and speakers
- Timing, scoring and on-venue results equipment including but not limited to scoreboards

No use of IBSA Judo Sub-Committee Events marks

The venue owner agrees that, at no time, shall it have the right to use any IBSA Judo Event marks, symbols, terminology or derivatives thereof.

Brand protection and anti ambush assistance

Throughout the term of the lease agreement, the venue owner agrees to assist the OC to combat attempts of ambush marketing by advertisers at the venue who are not IBSA Judo Event sponsors but develop advertisements for use at the venue that may, implicitly, suggest that they are sponsors of IBSA Judo Event.



APPENDIX 3: AUTHORITIES COVENANT

The following text should be used for this guarantee:

“..... (name(s) of the duly authorised representative(s)) hereby confirm(s) that the government of (name of the Host Country)/regional authority of (name of the region)/local authority of (name of the city)

Guarantees the respect of the IBSA Judo Sub-Committee Specifications and the Host City Contract;

Understand(s) that all representations, warranties and covenants contained in the Candidate City’s bid documents, as well as all other commitments made, either in writing or orally, by the Candidate City shall be binding on the city;

And guarantees that it will take all the necessary measures in order that the city fulfils its obligations completely.”



APPENDIX 4: USE OF VENUES AND CONTROL OF COMMERCIAL RIGHTS GUARANTEES

The following text should be used for these guarantees:

“The undersigned, on behalf of (venue owner), hereby guarantees that, with respect to the (name of the IBSA Judo Event) venue(s) identified below, which is(are) owned by (venue owner), the Organising Committee (OC) of the (name of the IBSA Judo Event) will have:

- Exclusive use of the venue and
- All rights with respect to commercial rights (including but not limited to the terms and conditions listed in the “Clean Venue” (Appendix 2)

during the period (the period the OC has control of the venue).

(name of the IBSA Judo Event) venue name(s)

Venue A

Venue B

The undersigned also agrees to abide by the terms of the IBSA Judo Sub-Committee Specifications and Host City Contract throughout the term of the lease agreement with the OC.”