



## 2020 Australian Indoor Singles – NSW Mens Qualifying Expression of Interest to Host

### Host requirements

Competition to be hosted: Australian Indoor Singles – NSW Qualifying (Men)

**Competition Dates:** Friday 26 to Monday 29 June 2020

### Requirements of Greens

Host Clubs are required to provide a minimum of 1 green for qualifying play.

Preference is for an indoor green for qualifying for this event.

Covered artificial surfaces may also be used for qualifying.

**Club House:** The Club House must be capable of holding the number of players and spectators that this event attracts. The indoor and outdoor space and comfort of the host club will also be considered.

**Spectator Comfort:** It is of critical importance that the general public and supporters are welcomed and accommodated around all sides of the green being used. This consideration is a high priority when the Club's ability to host are being evaluated. We must attract spectators to support the game and create a great atmosphere for all concerned.

**Club Facilities:** The club must have adequate parking available or able to be accessed. Snack Bar/ Food facilities for all concerned must be available during the event, including morning tea and hot beverage facilities. The club should have communication facilities, including fax, telephone and internet access. Clubs may also be asked to stream the live game from inside the facility also.

**Catering:** The Club must be capable of efficiently catering for lunches for the players and spectators. To allow the Finals Series to run to timetable it is important that players are fed in a timely manner. Delays in feeding players are obviously unacceptable at this peak event. Players are responsible for purchasing their own meals. There should also be opportunity for spectators to purchase meals and beverages throughout the duration of the event.

**Host Coordinator:** The Host Club are to appoint a Coordinator to act as the principle contact for Bowls NSW and the State Match Committee regarding correspondence and arrangements for the NSW State Championships. The Host Coordinator is also to ensure that all preparation for the event are met and the requirements to complete the tournament to the highest standard is also achieved. Clubs will be consulted throughout the year leading up to the event, provided with guidelines to assist, and assisted in efficiently running the event. Bowls NSW will provide draws and score cards for the event. The Host Coordinator will be responsible for ensuring that names are entered on cards following initial rounds and that scores are entered on the online system provided by Bowls NSW.

**Live Streaming:** Currently Bowls NSW is not planning on live streaming this event. However, if live streamed, The Host Club will need to provide adequate space for Camera to be stationed – generally behind the ditch at each end of the chosen rink. Allowances for the Commentary team to be positioned in an area either close to the green, or in view of the green is extremely important. Our live streaming will provide exposure to your club and will absolutely include the opportunity to advertise your club and its offerings to our audience.

**Bowls NSW Policies:** Clubs will be required to abide by Bowls NSW Policies during the event, including the Smoke Free Greens policy.

**Insurances:** The host club must provide evidence of a minimum of \$20-million Public Liability Insurance cover. Documentation will be sought to show currency, again, prior to the event to ensure currency.

**Risk Management:** Host Clubs must be able to provide risk management documentation prior to the event that outlines protocols, policy and procedure for incidents that may occur throughout the duration of the event. Reference to First aid facilities including access to a first aid kit, defibrillator, and nominated accredited staff must be included. References to security and safety of patrons must also be included within the Expression of Interest.

**Sponsor Servicing:** The Club is to display banners or advertising as endorsed by Bowls NSW and provided by Bowls NSW or sponsors of Bowls NSW. From the start of the competition to its completion, Bowls NSW will have exclusivity to promotion of sponsors. Whilst we allow for the club's sponsors to be promoted, where a direct conflict of sponsorship is identified, the host club will be asked to cover the sponsors. In the past, we have worked tirelessly to ensure a Club's sponsors are visible throughout the course of the event and will do everything within our power to ensure an amicable outcome so as not to affect our host club's sponsorship arrangements. Bowls NSW retains the sole right to engage sponsors, event supporters, event partners and commercial agreements relating to the NSW State Championships and will work with clubs to increase their opportunities.

**National Umpires:** Host Club to provide Accredited National Umpires for each Green throughout the course of the event. Consideration for appropriately attired and able Umpires for all live streamed matches. Bowls NSW in conjunction with the State Umpires Committee will assist clubs in running accreditation or reaccreditation courses to assist the Host Club.

**Hosting & Partnership Fee:** The Club successful in their bid to host Australian Indoor Singles – NSW Qualifying will not be re required to pay a hosting fee.

Expressions of Interest Expressions of Interest should be returned via email to David Ellis, Head of Sport & Operations: [david@bowlsnsw.com.au](mailto:david@bowlsnsw.com.au)

The Expressions of Interest should clearly address the following:

- The ability of the club to host the event on the proposed dates
- Quality of Greens;
- Lighting of at least one green
- Ability to host event with green space consideration
- Club's House and indoor/outdoor facilities
- Spectator Comfort
- Catering capability
- Local accommodation capacities
- Sponsor servicing acceptance
- Appointment of Host Coordinator
- Live streaming capacity and acceptance
- Volunteer management – including Officials.
- Bowls NSW Policies
- Insurances
- Risk management

Bowls NSW will acknowledge receipt of your application within 48 hours. Should you not receive this written response please contact David Ellis as soon as possible. Expressions of Interest close Friday 14 February 2020 – 5.00pm.