

SECTION 9: BID SNAPSHOT

Please fill out the following pages to give information about the bid proposal from your organization. This form is not required. However, it lists everything USQ needs to know about your bid.

Event applying for (regional championship /USQ Cup) <i>Circle one response.</i>	Regionals: Great Lakes, Mid-Atlantic, Midwest, Northeast Nationals: US Quidditch Cup
Bid year(s)	2022-23
Bidding Organization	
Bidding Organization Name	
Bidding Organization Website	
Organization Type <i>Circle one response.</i>	Convention and Visitors Bureau Parks and Recreation Department - Independent or Special District Parks and Recreation Department - City Organization Sports Community University Other (please specify):
Contact Name	
Contact Phone Number	
Contact Email Address	
Alternate Contact Email Address	
Host city and state	
Area within host organization purview	
Geographic restrictions for hotels blocks can be secured?	Yes / No

Area Demographics							
<i>For information gathering only. Will not affect bid.</i>							
Population							
Geographic size							
Closest 4 year University or College							
Number of events hosted each year							
Established quidditch team in host area?	Yes / No Team Name:						
Diversity, Equity, and Inclusion							
Has your organization and partner organizations in your community been making strides to combat racism, inequality, and violence against Black, indigenous, people of color, and the LGBTQIA+ communities? <i>If so, please provide examples.</i>							
Dates Available							
Regionals Dates <i>Circle available dates</i>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Oct. 22-23, 2022</td> <td style="width: 50%;">Nov. 12-13, 2022</td> </tr> <tr> <td>Oct. 29-30, 2022</td> <td>Nov. 19-20, 2022</td> </tr> <tr> <td>Nov. 5-6, 2022</td> <td>March 4-5, 2023</td> </tr> </table>	Oct. 22-23, 2022	Nov. 12-13, 2022	Oct. 29-30, 2022	Nov. 19-20, 2022	Nov. 5-6, 2022	March 4-5, 2023
Oct. 22-23, 2022	Nov. 12-13, 2022						
Oct. 29-30, 2022	Nov. 19-20, 2022						
Nov. 5-6, 2022	March 4-5, 2023						
Note flexibility or conflicts for Regional Championship dates							
2023 US Quidditch Cup	April 15-16, 2023 or May 20-21, 2023						
Note flexibility or conflicts for USQ Cup dates							
Access before event (1 -4 days) for setup <i>Circle one response.</i>	Yes / No						

Access after event (1-2 days) for teardown <i>Circle one response.</i>	Yes / No
Historical Weather Information	
Average weather during proposed time period	
Average High Temperature:	
Average Low Temperature:	
Average Precipitation:	
Bid Details	
Total bid fee (cash + in-kind)	
Cash financial support	
In-kind services included	
Value of field rental <i>Please note must be provided for free in your bid.</i>	
Confirm: fields provided free of charge <i>Circle one response.</i>	Yes / No
Site visit – who arranges travel? <i>Circle one response. If arranged by USQ, travel must be reimbursed.</i>	By Organization or By USQ
Area transportation - nearest airport(s) and distance to host facility.	
Facility – name	
Facility – address	

Facility part of: Circle one response.	Bidding Organization or Separate Organization
Number of contiguous fields	
Type of fields <i>Soccer, multipurpose, etc.</i>	
Full dimensions of playable areas in yards	
Field type <i>Natural grass or synthetic turf</i>	
Indoors or outdoors	
Back-up turf/indoor field options available? <i>To be used in the event of a weather emergency</i>	
Field lighting available?	Yes / No
Number of fields lite?	
Potable water spigots available directly adjacent to fields?	
Waste management details/responsibility?	
Inclement weather policy	
Electricity access <i>Where is it located?</i>	
Internet access <i>Check all that apply.</i>	<input type="checkbox"/> Hardline <input type="checkbox"/> WiFi <input type="checkbox"/> Public Network <input type="checkbox"/> Private Network
Restrictions on hours for amplified sound/music	

Availability of parking Include number of spots	
Parking Cost	To Athletes: To Spectators:
Permanent buildings and spaces on site <i>Concessions, bathrooms, meeting space, etc.</i>	
Concessions Information <i>Exclusive food & beverage? Food trucks allowed?</i>	
Are there healthy or vegetarian options available?	
Food allowed to be brought on site?	
Storage on site <i>In advance, overnight, and during event?</i>	
Ability to ship things in advance to facility or bidding organization	Yes/ No
Closest hospital <i>Name, distance to fields</i>	
Alcohol on site allowed?	Yes/ No
Any permits required?	
Insurance required	
-If so, what type of insurance? Coverage amount?	

In-kind Services	
Equipment available free of charge/in-kind: <i>Please include the quantity below.</i>	
6- or 8-foot tables	
Chairs	
Water coolers	
10x10 tents	
Other size tents	
Radios	
Printer	
Scoreboards <i>Number? electric/flip?</i>	
Golf carts and/or Gators <i>Number that are available for USQ usage?</i>	
Medical services: ATCs/ EMTs/ambulances.	
PA system?	
Port-a-potties	
On site security?	
Other items	
Marketing and Hospitality	
Marketing support available?	Yes/No
Social Media for Bidding Organization	Yes/No <input type="checkbox"/> Facebook <input type="checkbox"/> Twitter <input type="checkbox"/> Instagram <input type="checkbox"/> Other:
-If yes, provide metrics (Ex. how many Facebook followers)	
Traditional media <i>List area radio and TV stations</i>	

Print media	
Access to release information at local parks, local rec leagues, schools, youth orgs	
Reach of email marketing	
Online media <i>Website, calendar of events</i>	
General marketing support – ability to have visual presence throughout city <i>(Ex. billboard, ability to hang posters, etc.)</i>	
Welcome bags for players?	Yes / No
- If so, what is included? <i>(Ex. Visitor guides, maps, brochures, restaurant/attraction coupon, etc?)</i>	
Exclusivity contracts with any vendors? <i>Circle one response and explain.</i>	Yes / No
Limitations on external vendors? <i>If yes, please explain</i>	Yes / No
Volunteers database available for outreach?	Yes / No
If submitting supplemental material, note that here	
Attachments to include if available: <ul style="list-style-type: none"> ● Diagram/map of fields – preferred to include dimensions ● Photos of facility 	

<ul style="list-style-type: none"> ● Overall area map showing the facility, hotel areas, and other points of interest and ● Typical hotel rates for the time period ● Additional information about any materials/support listed above ● Visitors information for city/area 	
Any other materials / comments about host location or bid:	
<p><i>By signing and submitting this intent to bid form, I affirm that I am an authorized representative of the organization submitting this application and confirm that we have read and understand the terms and responsibilities outlined in the bid manual.</i></p>	
Authorized signature	
Print Name	
Title	
Date	