**RINGETTE ALBERTA**

**APPLICATION FOR HOSTING**

**WESTERN CANADIAN RINGETTE CHAMPIONSHIPS**

###### ***DEADLINE FOR APPLICATION:***

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| **Association** | | | **Contact Person** | |
| **Address** | | | **E-mail** | |
| **Phone (home)** | **Phone (work)** | | | **Cellular** |
| ***Alternate Contact*** | | **E-mail** | | |
| **Phone (home)** | **Phone (work)** | | | **Cellular** |

**Hosting Conditions:**

***Main Venue***

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| **Main Venue Address** | **Ice Surface Dimensions (min. 200 X 85 feet)** | **Seating Capacity (min. 600)** |
| **# of Large Team Dressing Rooms (min. 4)** | **Officials Dressing Room with showers (y/n)** | **Control Centre Room (y/n)** |
| **Meeting Room (y/n)** | **First Aid Room (y/n)** | **Media Room (y/n) (optional)** |
| **Hospitality Room (y/n) (optional)** | **Restaurant/Canteen Service (y/n)** | **30- second shot clocks (y/n)** |
| **Pro Shop with Skate Sharpening (y/n)** | **Secure Equipment Storage (y/n)** | |

Additional information you wish to provide regarding the main venue:

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***Satellite Venue (if required)***

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| **Satellite Address** | **Ice Surface Dimensions (min 185X85 feet)** | **Seating Capacity (min.200)** |
| **# of Medium-Large Team Dressing Rooms (min. 4)** | **Officials Dressing Room with Showers (y/n)** | **Control Centre Room (y/n)** |
| **First Aid Room (y/n)** | **30- second shot clocks (y/n)** | **Restaurant/Canteen Service (y/n) (optional)** |
| **Pro Shop with Skate Sharpening (y/n) (optional)** | | |

***Ice Requirements***

The maximum number of hours of ice that is required for the Western Canadian Ringette Championships has been calculated at approximately 85 hours. As final schedules won’t be confirmed until closer to the event exact ice schedules cannot be decided at this point.

Please outline what arrangements will be made if ice that is not used is returned. ie. Will you be charged for unused ice, or ice cancellations?

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***Opening Ceremonies***

A facility must be booked for the opening ceremonies. They do not have to take place on ice, but there must be seating for a minimum of 600 people.

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| **Opening Ceremonies Address** | **Seating Capacity (min.600)** |

***Accommodations (if known at the time of application)***

Allow multiple hotel submissions, add kitchenettes (Y/N)

The hotel (s) must be able to accommodate 20 rooms per team attending, and be available to book a large block booking, and save those rooms until within 3 weeks of the event.

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| **Hotel Name** | **Hotel Address** | **Number of rooms available** |
| **Discount Room Rate** | **Secure Equipment Storage (y/n)** | **Restaurant Nearby (y/n)** |

***Banquet Facility (if known at the time of application)***

A banquet hall for the Closing Banquet must be booked. It is recommended that the banquet be held at the host hotel.

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| **Banquet Facility** | **Banquet Location Address** | **Seating Capacity (min. 700)** |

***Volunteer Requirements***

To stage a successful Western Canadian Ringette Championship 100+ volunteers will be required.

Please outline how you will ensure to have enough volunteers for this event.

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***Transportation Requirements***

Please outline what measures will be taken to ensure that athletes have affordable transportation for games, travel from airport, entertainment etc. Close proximity to a major airport is preferable.

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***Budget Requirements***

Please attach a budget draft outlining the expenditures and revenues as outlined on Page 8 of the Western Canadian Ringette Championship Hosting Guidelines.

**Host Committee:**

It is the responsibility of the Host Committee to plan, provide and oversee all operations to ensure the Western Canadian Ringette Championships can be run efficiently.

Please include name, address, and contact information of the Chairperson who understands their role and have agreed to take on their responsibilities as outlined in the Western Canadian Ringette Championships Hosting Guidelines.

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| **Position** | **Address** | **Phone Number** | **Email** |
| **Chairperson** |  |  |  |
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**Legacy Fund:**

Outline how revenue will be invested back into ringette.

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### **DEADLINE TO APPLY TO HOST:** December 15, 2022

**Application Approval (signature required):**

Association President - Signature Print Name