



## **EVENT OVERVIEW AND BIDDING PROCESS**

Quidditch Australia (QA) will host the seventh annual Australian quidditch championship towards the end of 2017. The tournament is QA's premiere event, serving as Australia's national championship and the culmination of the 2017 quidditch season. It is predicted that a minimum of twenty-four teams and four hundred attendees will be competing at the 2017 Australian quidditch championship, with teams traveling from all across the country.

Teams interested in co-hosting the event with QA must submit applications, in accordance with this bid package, by no later than March 31st, 2017. The host venue will be announced by April 23rd.

## **2017 CHAMPIONSHIP DATE OPTIONS**

- Weekend of 25th and 26th of November
- Weekend of 2nd and 3rd of December
- Weekend of 9th and 10th of December

## **2017 CHAMPIONSHIP TIMELINE**

- |                                  |                |
|----------------------------------|----------------|
| • Bid Package Released           | 6th March      |
| • Bids Due                       | 31st March     |
| • Successful Bid Selected        | 23rd April     |
| • Official Public Announcement   | 8th May        |
| • Organizing Committee EOI       | 8th - 21st May |
| • Organizing Committee Finalised | 31st May       |

## **2017 CHAMPIONSHIP SCHEDULE**

- Friday      Demo event, opening ceremony, AGM and workshops
- Saturday    Tournament
- Sunday      Tournament and social

Wheelchair quidditch if held would be on the Thursday before or the Monday after.



# 2017 AUSTRALIAN NATIONALS BID PACKAGE

## QUIDDITCH AUSTRALIA

### **HOST INVOLVEMENT**

While QA will be responsible for overseeing the event as a whole, the host will provide invaluable on-the-ground assistance and guidance. QA will provide oversight throughout the whole process and is fully financially responsible. QA will select the committee, set the policy, and direct management and gameplay of the tournament.

It is expected that the host will provide support in sourcing and liaising with venues, making local media contacts, and recruiting local volunteers.

The organising committee will manage all aspects of the event under the guidance of QA. The committee will direct the tournament and manage gameplay and logistics.

Please present details of the organisation submitting the bid. This must include contact details of the primary bid organiser.

### **VOLUNTEERS**

Please indicate the level of volunteers that can be expected if your bid is successful. For the core 1-3 volunteers who would be involved, please detail any experience and qualifications.



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## QUIDDITCH AUSTRALIA

### DEMONSTRATION

QA may wish to host a pre-tournament event on the Friday. This may include demo games, kidditch, or other events. Do you have any suggestions for a demo or preview event that could work with your host location? This demonstration may also include a public opening ceremony.

- Do you have an outside area where this could occur? Please indicate the location, the cost and accessibility from the main venue. Will line markings be available for this event?

### WORKSHOPS

QA plans to run key instructor workshops before the tournament to aid officials.

- Do you have an outside and indoor area where this could occur? Please indicate the location, the cost, and accessibility from the main venue. Include all AV equipment and seating capacity. Minimum seating capacity is 75 people.

### QUIDDITCH AUSTRALIA'S AGM

The QA Annual General Meeting will be held on the Friday afternoon.

- Do you have an indoor area where this could occur? Please indicate the location, the cost, and accessibility from the main venue. Include all AV equipment and seating capacity. Minimum seating capacity is 75 people.



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QUIDDITCH AUSTRALIA

## THE TOURNAMENT

The premiere event of QA, featuring a two day tournament where more than 20 teams and over 400 players are expected.

### LOCATION

Where do you propose the main tournament to occur? Please ensure you include the following:

- Address
- Location relative to city centre. What are the nearby major road/s and the nearest cross street/s

What pitch facilities does your venue have? Please comment extensively on the below.

- Parking
- Food
- Security and Insurance

What restrictions does your venue have?

- Availability of field over the weekend.
- Noise restrictions
- Capacity
- Merchandise License (can we sell merch on the premises)
- Catering restrictions



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QUIDDITCH AUSTRALIA

## FIELDS

We require the space for at least four pitches, with the expectations that the fields provided are of high quality.

- List how many playable fields will fit.
- Describe the quality of the fields.
- Are line markings included? What is the additional cost?
- Are lights included? What is the additional cost?

Please included a diagram of the fields and proposed pitch layout, including first aid and pitch management tent locations, as well as high quality photographs of the fields.

- Describe the bathroom facilities including the number of change rooms and the distance from the fields.
- What kind of internet connection does the host provide? Is it free or extra? Is it Wi-Fi or Cable?
- Describe what seating is provided by the venue. Is there fixed seating, do they have moveable seating, or the ability to bring in external seating? What is the capacity?
- Describe what storage facilities are available. Please include what times it'll be accessible and what the storage space is like.



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## QUIDDITCH AUSTRALIA

### **EQUIPMENT**

The tournament requires a large amount of equipment to run. We do not expect the host to provide it all, however assistance in providing equipment is favourable. Please outline below what your host team can provide. If hiring, please include additional costs.

- Number of Hoop Sets (of 6)
- Number of Baden quaffles
- Number of Bludgers and what variety
- Number of Snitch Shorts
- Number of Marquees
- Number of Scoreboards and whether they are electronic or not
- PA system -does it include multiple speakers and a wireless microphone.
- Potential places to hire radios and associated costs.

### **FIRST AID**

It is vital that professional first aid is present at the tournament. Please provide a quote from at least three potential companies. Include details about the cost and how many trainers are available.

### **FOOD**

We expect to be able to provide food to two different groups of people- players and officials, and spectators. Players and officials should be able to order food in advance, while spectators should have access to food on the day.

- Please provide details of at least one way to order food in advance. This may include on site catering or pre-prepared external options.
- Please include details of any on-site cafes or food vendors.
- Please provide details of any external vendors that could provide food on the day.



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## QUIDDITCH AUSTRALIA

### **SOCIAL**

The post tournament social is an important part of Quidditch Australia's event and we welcome any ideas as to its format. A private event is ideal, but the social does not have to be at a bar or pub. Please provide a comprehensive plan of at least two potential venues or formats. Details to include are:

- Location of the social and transport to and from the event
- Cost of the event. Is it a flat rate or minimum spend?
- Venue details including capacity and pictures of the space
- Price of drinks
- Availability of food and associated cost

### **ACCOMMODATION**

All players and officials will likely require accommodation over the weekend. Prices and proximity to the venue are critical factors. Please provide details of at least four potential venues. Details to includes are:

- Location and transport options to the main venue
- Capacity
- Price (PPPN, per person per night) and if any special event discount is available
- Venue details including room layout, pictures, and feature amenities



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## QUIDDITCH AUSTRALIA

### **TRANSPORT**

The ability for players to travel around the city between venues is very important. Transport must take into account airport accessibility, the main event location, the social venue, and accommodation.

- Please provide details of public transport options around the host city.
- Please provide details of any other transport options.

### **BUDGET**

It is important that the event be financially stable. While you, as the host, will not be directly involved with the cost of the event, please consider the cost to QA, players, officials and spectators when completing the bid.

- Please provide a breakdown of total cost to QA, as per bid specifications. This would be a sum of the field hire, line markings, first aid, equipment, social costs, etc.
- Please provide a breakdown of average cost to players, officials and spectators. This would include tournament fee (\$15), accommodation, transport, food, and the social.

### **MEDIA AND COMMUNITY ENGAGEMENT**

Having local media and community connections will allow the event to be a wide-spread success.

- Please provide details of any community or local media contacts. Include a contact with local members of parliament.