



I D O

COMPETITION BIDDING PROCEDURE



Contents

Introduction 3

Basic considerations 3

Competition calendar 4

Choice of venue 4

Event Organisation 5

Procedure for selection and deadline for submission of application 5

IDO Organiser Application Form for the IDO Bidding Process 6

Introduction

The positive image of dance and its reputation is best represented by the quality of the organisation of the major IDO events and its recognized events.

Consequently, each National Member Organization seeking to organize the IDO Dance Championships or Cups must be aware and fully informed of the rules, regulations and standards made on it by the IDO at the time of bidding.

The procedures contained in these documents have been drawn up to assist any potential organiser prepare its bid and understand its obligations towards the International Dance Organization.

The intention of the IDO is to provide a consistency in the way its Championships and Cups are organised and presented, and by doing so eliminate unnecessary costs that are often incurred by the organisers.

By introducing this new procedure, the IDO is seeking to ensure that most uncertainties are removed when an event is allocated. If the demands of organisation cannot be fulfilled, then it is best that a potential organiser desists from bidding until it is truly ready.

The IDO Sport and Competition Director is always available to advise and assist any potential bidder before a formal application is made. In many cases, important and relevant experience can be gained from organising a lesser event before seeking to stage a major IDO Dance Championship, and this is a path that is recommended to new organisers.

Basic considerations

1. Any bid to organise an IDO Dance Competition must have the endorsement and full support of the IDO National Member Organization.
2. A guarantee from other official bodies within the country, for example government, local council or IDO National Member Organization, must be given in writing at the time of bidding and confirming that all costs are underwritten and no claim will be made against the IDO. In addition, each bidding federation must demonstrate the political stability in its country and describe the security and public health resources allocated to protecting the event.
3. One fundamental consideration is to be sure that all parties are aware of and accept their responsibilities in the organising of an event. This includes assuming the related costs. If these responsibilities are understood at the time of bidding for an IDO Dance Competition then there is little risk of unpleasant surprises.
4. These bidding documents have been drawn up as a guide for all organisers of important competitions to insure that the principles and obligations contained therein are respected at all IDO competitions and events.

5. By applying these procedures the IDO Sport Director intends to allocate the organisation of its World and Continental Dance Championships two years in advance, thereby giving organisers sufficient time to conclude all agreements and arrangements related to organising the event and its promotion worldwide.

Competition calendar

IDO strives to be represented and demonstrated in a professional manner which it manages its major events in its calendar. To ensure consistency an annual competition calendar will be drawn up applying a number of basic criteria.

The IDO Continental Dance Championships will be held in the time period May to July and the IDO World Dance Championships in the time period September to December.

Currently, IDO Dance Championships are generally organised in different time periods. On the one hand the fixed calendar could limit the opportunities for existing organisers who are not able or willing to change the dates of their current competitions.

It is in discretion of the Sport and Competition Director to decide how to handle special cases that could be seen as an unique opportunity to create new events in new markets.

Choice of venue

1. An important part of the selection process will be related to the proposed venue.
2. A number of criteria are included in the IDO Organiser contract which forms part of these bidding documents. More details are contained in the Bidding Application Form.
3. In addition to the physical requirements of the venue, it is important that the venue has been checked by an IDO licensed Supervisor or Presidium member that has been delegated by the Sport and Competition Director. All costs (travel, hotel and per diem) must be payed by the National Member Organization or Organizer that is applying for the IDO event. When necessary the organizer that is bidding for a competition should organize a meeting with the meeting with the sports hall management, major, president of national member organization... It is in discretion of the organizer to inform the Sport and Competition Director as well as the Supervisor, of how many days they need an IDO official to be present. All additional days need to be paid as well.
4. Also very important is that there is support from the local community to ensure that there is an exciting atmosphere within the venue to demonstrate support and enthusiasm for the event. In this respect, communication and promotion must be primarily for the IDO event especially IDO Continetal and World Championships, rather than for the other events included in the programme.

Event Organisation

1. All efforts must be made to provide the highest quality of organisation to participants, officials and the public.
2. This starts with the arrival of athletes and officials at the airport, immediate and trouble-free entry into the host country, the transport to their hotels, the quality and price of these hotels, the system of accreditation ensuring access to the locations essential for them to compete or work, transport from hotels to venue, provision of catering facilities at the hotel and venue, medical services, and information and services to the public which will provide the maximum enjoyment from the event.
3. IDO does not guarantee that any or all Sanctioned Events will be run in any given year.

For more information, please also see the IDO Rules and Regulations, section 4, Book 1.

Procedure for selection and deadline for submission of application

1. The selection of organisers for each IDO Events will be made by the IDO Sport and Competition Director that can ask the President of Adjudicating Committee and the responsible Director of a dance department (Performing Arts, Street and Special Couple dance Director) as a Managing Committee for ratification by the IDO Presidium.
2. With the introduction of these new bidding procedures, the allocation for the IDO Dance Championships, cups and other IDO events in 2014 and 2015 will be made by the IDO Sport Director and the Managing Committee before the end of December 2013. Thereafter, the allocation for the IDO Dance Championships will be made two years prior to the organisation of the relevant IDO Dance Events.

Consequently, applications for the IDO Championships in 2013 and 2014 should be submitted to the IDO Sport and Competition Office not later than November 15, 2013.

For IDO DanceSport Championships in 2014 and beyond, applications must be with the IDO Sport and Competition Office by the end of May 2014 prior to the IDO General Meeting that will take place two years before the IDO Dance Championship concerned.



IDO Organiser Application Form for the IDO Bidding Process

IDO National Member Organization (NMO)

.....

and its Organising Committee (OC) (when appointed and empowered to commit) or approved Organizer

.....

would like to bid to organise.....
 (*NAME OF THE COMPETITION*) (hereinafter referred as the Event) in (*NAME OF COUNTRY*), subject to certain terms and conditions including those set out below.

NMO has agreed that if IDO accepts its bid then NMO will assume all responsibilities regarding the organising of the Event and will do so through a specially constituted Organising Committee (OC) and will be liable for all costs associated with the Event and with this contract unless specifically stated to the contrary in this text.

Now therefore it is agreed as follows:

1. The Event is planned to take place on(*DATE, YEAR*) in(*CITY and COUNTRY*). Any change in the date and venue must be approved by the IDO in writing before it will be accepted and included in the Competition Calendar.
2. The MB has secured or will secure the use of an appropriate venue suitable for the IDO Event and with seating for a minimum of 1.000 people. The venue will have suitable lighting, audio facilities, changing rooms and warm up areas for the competitors. The dance floor will be of the highest quality and shall be installed in time for the training requirements of the competitors. All information can be check on(*LINK*)
3. The venue has been checked by(*NAME AND SURNAME OF THE PERSON ASIGNED BY THE IDO SPORT DIRECTOR*).
4. The competition will be held in following disciplines and age groups:

a. Performing Arts Disciplines	<input type="checkbox"/> YES	<input type="checkbox"/> NO
b. Street Dance Disciplines	<input type="checkbox"/> YES	<input type="checkbox"/> NO
c. Couple Dance disciplines	<input type="checkbox"/> YES	<input type="checkbox"/> NO

INTERNATIONAL DANCE ORGANISATION
COMPETITION BIDDING PROCEDURE



Mini kids	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Children	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Junior	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Adult	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Adult 2	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Senior	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Solo	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Duo	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Trio	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Small Group	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Formation	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Mini production	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Production	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Place and Date: _____

SIGNED for and on behalf of:
IDO National Member Organization

Please send the Bidding Form to the following e-mail address: sportdirector@ido-dance.com

Contact:
 FIONA JOHNSON
 Mobil phone: +386 (0) 41 705 515