

# Bid Application to Host ATJA national Competition Event

The following information must be completed in its entirety.

**1 Name and year of event for which this bid is submitted.**

Event \_\_\_\_\_ Year \_\_\_\_\_

**2 Name, mailing addresses and telephone numbers of the Chairperson of the organizing committee for the event for which this bid is submitted.**

Chairperson \_\_\_\_\_

Address #1 \_\_\_\_\_

Address #2 \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Email \_\_\_\_\_

Home/Cell Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

**3 Proposed Event Dates**

a) **Registration and Weigh-in (Registration and Weigh-ins take place Thursday and/or Friday.**

Day of Week \_\_\_\_\_ Date \_\_\_\_\_

Day of Week \_\_\_\_\_ Date \_\_\_\_\_

b) **Dates of Competition (Competition to take place on weekends)**

Day of Week \_\_\_\_\_ Date \_\_\_\_\_

Day of Week \_\_\_\_\_ Date \_\_\_\_\_

**4 Event Venue**

Name of Event Venue \_\_\_\_\_

Address of Venue \_\_\_\_\_

**5 Headquarters Hotel**

Name of Hotel \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

**a) Headquarters Hotel Rates per Night**

Single Room \_\_\_\_\_

Double Room \_\_\_\_\_

Quad Room \_\_\_\_\_

**b) The Headquarters Hotel guarantees to provide \_\_\_\_\_ rooms to the event for which this bid is submitted for all applicable days. Room guarantee must be verified by letter, on hotel stationary, confirming the number of available rooms.**

**c) What is the latest date that the hotel will guarantee rooms at the event rate?  
Reservation deadline date \_\_\_\_\_**

**6 Alternative Lodgings**

List not less than three (3) alternative lodging sites within one half mile of the Headquarters and/or Event site.

Alternative 1 \_\_\_\_\_

Alternative 2 \_\_\_\_\_

Alternative 3 \_\_\_\_\_

Choose the appropriate WILL or WILL NOT option in the following statements.

**7 The tournament will be \_\_\_\_\_ / will not be \_\_\_\_\_ conducted at the Headquarters hotel.**

8 Registration and weight-in will be \_\_\_\_ / will not be \_\_\_\_ conducted at the Headquarters hotel.

9 The tournament venue will be \_\_\_\_ / will not be \_\_\_\_ within one half mile distance of the Headquarters hotel.

10 Transportation, to and from the Headquarters hotel for the tournament and/or weigh-ins will be \_\_\_\_ / will not be \_\_\_\_ provided by the organizing commit.

11 The nearest major airport to the event venue is:

Located near (name of city) \_\_\_\_\_

Airport name \_\_\_\_\_

12 Transportation to the Headquarters hotel and airport, will be \_\_\_\_ / will not be \_\_\_\_ provided by the hotel and/or organizing committee.

13 Competition areas,

ATJA requires a minimum of six (6) and recommends eight (8) competition areas for a National Championships.

The organizing committee, for this event will provide \_\_\_\_ competition areas.

The tournament venue will \_\_\_\_, will not \_\_\_\_ include a practice mat area.

14 Registration

Venue \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_ time \_\_\_\_\_

Date \_\_\_\_\_ time \_\_\_\_\_

15 Weigh-ins

Venue \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

16 Outline the proposed schedule of events here. Include dates and times for all activities.

\_\_\_\_\_  
\_\_\_\_\_

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17 A registration fee of \$ \_\_\_\_\_ will be charged to participate in the event.

18 A daily admission fee of \$ \_\_\_\_\_ will be charged to spectators to attend this event.

19 Select the organizations from which sanctions will be obtained for this event:

ATJA \_\_\_\_\_ USA Judo \_\_\_\_\_ USJF \_\_\_\_\_ USJA \_\_\_\_\_

20 Responsibilities of the organizing committee, for the event for which this bid is submitted.

- a) The Chairman of the Event Organizing Committee understands that the ATJA will not be required to provide any financial assistance for this event,  
Yes \_\_\_\_\_ No \_\_\_\_\_
- b) The Chairman of the Event Organizing Committee understands that the groups and/or individuals awarded the ATJA National Championships Will be assessed a licensing fee of \$ \_\_\_\_\_ for the right to host said Championships. This licensing fee shall be submitted only after selection as the host. Currently this licensing fee is suspended until further notice.  
Yes \_\_\_\_\_ No \_\_\_\_\_
- c) The Event Organizing Committee will have on hand sufficient funds to cover all expenses of the event, for which this bid is submitted, prior to the receipt of the bulk entry fees.  
Yes \_\_\_\_\_ No \_\_\_\_\_
- d) A copy of the original entry forms for each participant in the event shall be provided to the ATJA office within fifteen (15) days of the conclusion of the event.
- e) The undersigned Chairperson of the Organizing Committee, for which this bid is submitted, certifies that he/she understands acceptance of this bid is contingent on approval of the ATJA Board of Directors. The undersigned Chairperson of the Organizing Committee, for which this bid is submitted, certifies that he/she understands a agreement between the Organizing Committee and ATJA will be consider in effect once the Tournament host fee (when necessary) has been received by the Board of Directors. The Chairperson of the Organizing Committee further understands that the right to host and conduct the event, for which this bid is submitted, will not have been awarded and in effect until the notarized agreement has been received by the ATJA office.

Signature of the Chairperson of the Organizing Committee and date.

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