

## Bidding and Hosting of International Sports and recreational events in South Africa

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[Legislation](#) requires that the Department of Sport and/or SASCOC be made aware of any events that are in the Bidding or Hosting stage and that approval to host such events is obtained from them.

in order for SA Sailing to make application on your behalf we require the following information and supporting documents as is detailed in the SASCOC application process.

1. The application must meet the required timelines as late applications cannot reach the Minister in time for his consideration or approval. According to the Bidding and Hosting Regulations the applications are supposed to be lodged in advance.
2. That it must firstly have SASCOC's endorsement
3. It should have the approval of the International Body and National Federation..
4. It should be supported by the Host Province and Host City.
5. It should include the feasibility study or project plan and budget.
6. The [template \(included\)](#) should also be sent to the applicant for completion
7. Upon the recommendation from SASCOC, all Documentation must be sent through to the Major Events Unit, with the SASCOC letter by the National Federation.

Checklist of requirements and evidence needed for application are:

### National Federations must submit the following:

- a. Endorsement letter from International Body
- b. Endorsement letter of financial support from the International body
- c. Endorsement letter from Host Province
- d. Endorsement letter from Host City
- e. Budget for the Event indicating that the necessary funds are available for the successful completion of the event
- f. Supporting documents from Sponsors endorsing support of the event
- g. Feasibility study or Project plan / Business Plan
- h. Benefits that the event will bring in South Africa/Province/city

**Please note that in line with the requirements and timelines that apply, incomplete submissions can not be considered and notice of intent to bid should be lodged with SA Sailing at the onset of the process.**

This application is conducted in accordance with our Data Collection Privacy Policy. <https://www.sailing.org.za/surveys/privacy>

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Contact email address

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# Event Details

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1. (Required) Full name of Event

insert full name of the event. and include the venue information

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2. (Required) Start Date of Event

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3. (Required) End Date of Event

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4. (Required) Historical information

(Background of the event, previous cities who hosted etc)

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5. (Required) Discussion

(Information on event, where it will be held, disciplines/sporting codes/ age groups, number of different countries expected to represented etc)

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# Motivation

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6. (Required) How was the event awarded to SA?

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7. (Required) On what basis did you accept this event?

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8. (Required) Why should SA host it?

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9. (Required) What will be the benefits of hosting this event?

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10. (Required) How will women, disabled, and youth benefit from this event?

NB: please indicate any temporary or permanent jobs (and Numbers) that will be created because of this event. How will this event contribute to the transformation plan within your federation by hosting this event?

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## Parties Consulted

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11. (Required) All sporting bodies, classes, municipalities, cities etc. that have been consulted with copies of supporting letters.

List all parties as is relevant in line with the parties listed above

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12. (Required) Upload supporting letters as a single PDF

## Organisational and personnel implications and implementations plan

13. (Required) Experience of the LOC, who are they, how many people will be involved etc. Upload plan

## Communication

14. (Required) Media Plan, types of media being used etc.

## Security

15. (Required) Security Implications (All relevant Acts, regulations and by-laws of the cities and municipalities need to be adhered to by the LOC)

16. What contract has been entered into and with whom

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# Financial Implications

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17. (Required) A detailed income and expenditure plan must be supplied

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