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|  | **WAE – EVENTS**  **BID / EVALUATION CHECKLIST** | |
| **COMPETITION / YEAR :** | | **RUN ARCHERY EUROPEAN CUP 2026-27-28** |

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| **MEMBER ASSOCIATION** |  | | |
| **PLACE of the EVENT** |  | | |
|  | **🞎 2026** | **🞎 2027** | **🞎 2028** |
| **DATE(S) of the EVENT** | **09-11 October** | **08-10 October** | **13-15 October** |

**Theme 1 : National, regional and local characteristics**

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|  | **Décollage avec un remplissage uni** | **AIRPORT** | **Train avec un remplissage uni** | **RAILWAY STATION** |
| Closest (name/City) |  | |  | |
| International |  | |  | |
| If regional 🡪 connections |  | |  | |
| Distance from accommodation | Km / time : | |  | |

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| **Weather condition during the time of the event** | | | | |
| Average Temperature | °C |  | Average Windspeed: | Km/h |
| Average humidity | % |  | Average wind direction: |  |
| Average rainfall | mm |  | Time for shooting/day (sun light) | hours |

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| **Archery in a radius of 50 km around the venue** | | | |
| Number of clubs |  | Number of members in these clubs |  |

**Theme 2: Security**

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| Please specify the involvement of the local authorities in the organisation: | | | |
|  | | | |
| Are there any restrictions on the importation of bows and other sports equipment into the country? | | | |
|  | No |  | Yes |

**Theme 3: Medical facilities**

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| **HOPITAL / FIRST AID:** | *Y/N* |  | *Comments :* | | | | |
| First aid on the different fields |  |  |  | | | | |
| First aid for spectators |  |  |  | | | | |
| **Closest Hospital** | Name | | |  | | | |
|  | Address | | |  | | | |
| Distance | from accommodation | | | | km | from FOP venue | km |
| Additional comments : |  | | | | | | |

**Theme 4 : General Organisation**

How many people do you have in the Organising Committee?

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| --- | --- | --- | --- | --- | --- | --- |
|  | Paid | Unpaid / Volonteers |  |  | Paid | Unpaid / Volonteers |
| General Co-ordination |  |  |  | Results - Accreditation |  |  |
| Transport |  |  |  | Field Crew |  |  |
| Accommodation + Food |  |  |  | Media + communication |  |  |
| Protocol |  |  |  | Administration |  |  |
| Security on the field |  |  |  | Finances |  |  |

For each of the fields you intend to use, please specify all the details:

|  |  |  |  |
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| **OUTDOOR** | *Y/N* |  | *Details or Comments :* |
| Targets on FOP (20 as a minim) |  |  |  |
| Practice field (Nb of targets, 10 mini) |  |  |  |
| Additional comments : |  | | |

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|  | Archery competition on the field in the past (Event/year) |  |  |  |
| FOP |  |  |  |  |

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|  | Drainage of Field | Slope of Field | Seating availability for the public | Previous usage of field |
| Practice Field |  |  |  |  |
| Archery Field |  |  |  |  |
| Race circuit |  |  |  |  |

Please attach a map in terms of the location of the different fields and the distance between them.

For Field and 3D competitions please indicate the number of courses planned for all parts of the competition, including practice and warm up field only when this is used for the official practice also.

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| **OFFICES / FACILITIES** | *Y/N* |  | *Details or Comments :* |
| Parking facilities at the field |  |  |  |
| Accessibility for wheelchair |  |  |  |
| VIP Seating and welcome |  |  |  |
| Management of WAE |  |  |  |
| Photocopy facilities |  |  |  |
| Judges room |  |  |  |
| Separate TD room |  |  |  |
| Press and media room |  |  |  |
| Free wifi |  |  |  |
| High quality free wifi |  |  |  |
| Additional comments : |  | | |

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| **FIELD EQUIPMENT** | *Y/N* |  | *Details or Comments :* |
| Readable flip over scoreboards from the 1st El. Round onward |  |  |  |
| Large scoreboard |  |  |  |
| Videoboard |  |  |  |
| Individual timing equipment |  |  |  |
| Computer room (+ location) |  |  |  |
| Service repair booth on venue |  |  |  |
| Toilets on the field (number) |  |  |  |
| Accessible toilets (number) |  |  |  |
| Coverage for archers (detail) |  |  |  |
| Additional comments : |  | | |

**Theme 5: Transport**

What kind of transportation will you provide ( please indicate with the following codes)

**Kind :** **Level :**

AP = Available but has to be paid by the user AD = Appointed driver with cars

AF = Available and free of charge MB = Mini-busses

U = Unavailable in LOC services B = Busses

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|  | Delegations | | Judges, TD Classifiers | | WAE Officials | | VIP’s | | Volunteers | | Press | |
|  | kind | level | kind | level | kind | level | kind | level | kind | level | kind | level |
| Airport ⇒ Hotel |  |  |  |  |  |  |  |  |  |  |  |  |
| Hotel ⇔ Field |  |  |  |  |  |  |  |  |  |  |  |  |
| Hotel ⇔ Congress \* |  |  |  |  |  |  |  |  |  |  |  |  |
| Hotel ⇒ Airport |  |  |  |  |  |  |  |  |  |  |  |  |

*(\*) for Outdoor European Championships*

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| For the athletes the schedule for the transport is |  | fixed |  | flexible |

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| What are the provisions for the transport on the practice days and starting from which day? |
| On demand if needed |

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| What are the foreseen provisions for the transport of the athletes during competition days? |
| On demand if needed |

**Theme 6 : Lodging and meals**

Which kind of lodging will you provide? **No official hotels : List of recommended ones**

If you use more than one hotel and other accommodation please attach a map indicating the location of the different facilities and distances between the various facilities and the competition fields.

**Theme 7 : Media**

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| What is the relation with your national press and TV? |
|  |
| Please list projects for public relations and communications for European events,  e.g. Information-day for regional press, Promotion-day with national team, School initiations, et |
|  |

**Theme 8 : Estimated BUDGET**

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| --- | --- | --- | --- | --- |
| **OUTPUTS in €** | |  | **INPUTS in €** | |
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| **TOTAL** |  |  | **TOTAL** |  |

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| What would be the proposed entry fee in Euro (for the maximum, refer to theme 9) | | | | | | |
| **Entry fee** | **Archer** | **60 €** | **Official** | **30 €** | **Team** | **60 €** |
| Banquet/party if any | Archer | € | Official | € |  |  |

**Theme 9 : Mandatories and rules to respect**

**Transport**

The MA or the LOC has to assist the participating Federations in acquiring the needed visa.

**Currencies**

Currency to be used for the payments of the entry fees and the accommodation shall be Euro.

**Weapons restrictions**

If there in any restriction on the importation of bows and other sports equipment into the country, the MA or the LOC has to supply a guarantee from the country that all participants can enter the country with their equipment without any delays and problems.

**Doping controls**

The MA or the LOC will carry the cost of Doping.

The number of samples is stated by World Archery, World Archery Europe and the International Anti-doping authorities. To know the number of sample for the kind of competition, contact : [wa@ita.sport](mailto:wa@ita.sport)

**Results**

The results must be done according to WAE results system (IANSEO) and must be published live (arrow by arrow) on the Website created by the organizer and be made available to WAE Website.

The MA will be supported by the Results Team according to an agreement made between the MA and the Results Team for what concern the accreditations, devices management, sport presentation, the results and the publicity of the daily results on the competition website and on the WAE website.

**Office facilities**

At least one photocopier must be available

**Accomodation**

Please take note that the Hotels must have breakfast and dinner inside

Single room accommodation is mandatory for judges, classifiers, TD and officials

**Water supply**

Bottled water to be supplied free of charge on the fields. At least 2 liters per day per athlete.

**Maximum entry fees in Euros**

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| --- | --- | --- | --- | --- |
| ***Event*** | *Archer* | *Team* | *Officel* | *Comments* |
| Outdoor target Championships | 200 | 125 | 100 | No entry fee for mixed teams |
| Youth Championships | 200 | 125 | 100 | No entry fee for mixed teams |
| Para-Archery Championships\* | 200 | 0 | 100 | “teams” = Doubles and Mixed teams |
| Field Championships | 200 | 125 | 100 | No entry fee for mixed teams |
| 3D Championships | 200 | 125 | 100 | No entry fee for mixed teams |
| Indoor Championships | 200 | 125 | 100 | No entry fee for mixed teams |
| Youth Cup |  |  |  |  |
| Grand Prix | 200 | 125 | 100 |  |
| Para-Archery Europ. Cup Leg\* | 170 | 0 | 100 | “teams” = Doubles and Mixed teams |
| Club Teams Cup |  |  |  |  |
| Run-Archery Cup | 60 | 60 | 30 | “teams” = Relay and Mixed Relay |

(\*) an additional 30 Euros capitation fee has to be collected and refounded to World Archery Europe for each archer and each official on Para-archery Chapionships and Parar-archery European Cup legs.

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| Date: | Date : |
| MA President (Name / Signature):  *In all cases*  Stamp : | LOC President (Name Signature):  *When LOC is not the MA* |