



HOSTING GUIDELINES WAKEBOARD PROVINCIAL CHAMPIONSHIPS

Requests for the BC Provincial Wakeboard Championships are to be submitted to the Executive Director in writing, by November 15th of the preceding year. The Executive Board will select the site for Provincial Championships by January 30th.

The WSWBC Executive will award The BC Provincial Championships for wakeboarding, to a host club each year. They must be Water Ski & Wakeboard Canada sanctioned tournaments, meeting WSWC technical standards, as they exist.

Officials

The key Officials (Chief of Competition, Chief Boat Driver, Calculator, Technical Controller) for this event and will be appointed by the WSWBC President. This should be done as far in advance as possible, to allow planning for those selected. The WSWBC is responsible for ensuring and arranging sufficient other Officials to run the events. The organizers are responsible for supplying Appointed Officials with meals and beverages while they are on site. The WSWBC strongly encourages the organizers to provide refreshments for other officials who help in a reasonably significant way.

Trophies

The WSWBC will provide a standard set of Trophy's for these events

Sponsorship

The WSWBC Marketing Committee must approve sponsorships, donations, or other involvement by private sector companies. WSWBC corporate members and advertisers are to be given first right of refusal on all involvement opportunities. The WSWBC recommends that the WSWBC Marketing Committee receive descriptions of all sponsorship, donation, or advertising opportunities, so that he/she may approach Corporate Members about taking those opportunities.

Qualification

All members-in-good-standing of the WSWBC are eligible to compete in the Provincial Championships.

Familiarization

The organisers shall provide riders familiarisation time on the site, on the day prior to the event. A fee may be charged to the skier to offset costs for this. Riders from outside the host club should be given priority for familiarisation time, and skiers should be limited to one familiarisation set until there is no waiting list of riders to receive their first familiarisation set.

Registration

Registration should be done online with the WSWBC online registration system as well as on site on the day of familiarisation. Organisers should enforce pre-registration, all tournament details must be published in the spring issue of Shortline magazine and the WSWBC web site, and provide details on the inline registration system. Tournament organisers may levy a late fee for tournament entries, on the condition that fees and registration requirements are publicised in the spring issue of Shortline.

Safety

The organisers shall appoint a qualified Safety Director for the event. The Safety Director will be responsible for ensuring that safety/pickup boats and crews are used throughout the event. A qualified first aid attendant must also be in attendance at the event.

Boats

Towboats used in the Provincial Wakeboard Championships will be provided by WSWBC and must be licensed, registered, and insured. Gasoline used to fuel boats should be filtered as it is poured into the boat's gas tank. Host clubs are responsible for the proper care of boats used at the competition, and the WSWBC accepts no liability for damage done to boats used during the Provincial Championships.

Insurance

The organisers must have participant liability insurance such as that provided through Water Ski Wakeboard Canada. This insurance must provide a minimum of \$2,000,000 coverage, and shall name WSWBC as an insured. (Note that this requirement is included in Water Ski Wakeboard Canada sanction policies.)

Social

The organiser is encouraged to plan a social event in conjunction with the Provincial Championships. Fees for social activities may be set at the discretion of the host, and are to be separate from the tournament entry fee.

Fees

Entry fees for the BC Provincial Championships tournaments will be an agreed amount between the host club and WSWBC executive prior to the event being awarded.

Accommodations

The WSWBC encourages clubs to offer on-site camping at the Provincial Championships, to increase the social aspects of the tournament. It is also suggested that the host work with a local hotel/motel to offer discounted room rates for participants/officials.

Finances

Net proceeds from the registration will be shared between the Host Club and the WSWBC after all expenses have been paid. The percentage will be an agreed amount at time of awarding the event. WSWBC will pay for the Awards from its budget and will not be included as an expense to the event. All financial aspects of the event will be run through the WSWBC to show the activity in the Province as per the Strategic plan of WSWBC.

HOST CLUB'S RESPONSIBILITIES

Site and boat course as per the WWA rulebook to be maintained during tournament

Assist to install WSWBC slider

Computers for calculating to be set up and functional during tournament

Radios supplied (Min of 7)

Official's lunches

Security, Toilets and Site cleanup as necessary

Gas for boats

Announcing equipment supplied and maintained during tournament

Supply safety boat, crew and safety equipment

WSWBC'S RESPONSIBILITIES

Appoint key officials

Supply towboat with current hull design

Provide an up-to-date list of WSWBC members to verify participant eligibility.

Pay WSC Sanction Fee 30 days before event

Provide organisers with space in Shortline to publicise the tournament

Provide online registration system for event

Find sponsorship opportunities for Corporate Members and communicate details of the tournament(s) to them as well as Shortline advertisers. Closer to the tournament date, issue formal invitations to Corporate Members and advertisers to attend tournament and social activity.

Issue invitations to sport dignitaries from BC Sport Services Branch and Sport BC. Issue invitations to as many media contacts as possible. Executive board may want to consider buying tickets for the social activity for media, corporate members, and other VIPs.