



## ***ORGANIZER AGREEMENT***

### ***for European Archery Championships***

This agreement is made between WAE Member Association/Local Organizing Committee

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.....

called hereafter MA/LOC

and

WORLD ARCHERY EUROPE

called hereafter WAE

for European Championships in the discipline of .....

Place .....

Date: .....

The MA/LOC will organize the Outdoor events for both categories Recurve and Compound; the Indoor; Field and 3D Archery for the categories as per the World Archery Rules. Additional specifications about Para Archery Championships are in Appendix 1.

The European Championships must follow the valid WA Rules.

The MA organizing the European Championships must apply for WRE status to WA.

## **Article 1. Invitation**

- 1.1 The LOC must send out at least 6 months before the first competition day, the invitation package with all relevant information.
- deadline for Preliminary Registration through WAREOS must be not later than 90 days before the first day of the competition, while the Final Registration through WAREOS must be not later than 20 days before the first days of the competition.
  - Entry fees for European Championships should not exceed the amount of:
    - Euro 250,00 per archer,
    - Euro 150,00 per team (not for mixed team)
    - Euro 125,00 per Official

A separate information should be given for:

- Transport between Airport and Hotel – return trip
- Lunch or Lunch box at the venue
- Closing Banquet (if foreseen) at a reasonable price

### **Mandatory official hotel**

All the delegations must mandatorily choose a hotel among the official ones listed by the Local Organizing Committee. A delegation choosing a non-official hotel will be forbidden to participate to the European Championships.

The invitation package must be checked by the Technical Delegate and approved by WAE Secretary General before sending to WA for the opening of WAREOS. The Secretary General may provide the LOC a fac-simile of the Invitation Package to be used, including the required logos of WAE sponsors.

## **Article 2. WAREOS Registration**

- 2.1 It is mandatory for the LOC to use WAREOS for the preliminary and final registration, hotel reservation, transportation, visa support request and any extras concerning the competition.
- 2.2 No entry forms will be included in the IP to register for European events; all the registration process must be completed using WAREOS.

## **Article 3. Organization and costs of the Organization**

The LOC will be responsible for and will bear all costs of organizing the event, including but not only limited to:

- 3.1 A competition field with (an adequate number of targets) with at least 56 targets, the separate practice field, all necessary field equipment such as e.g. timing-equipment, electronic scoring-board where available, electronic necessities for the finals, blinds, the cameras, a big screen for finals, a commentator, etc.). Furthermore, the MA will try to have at least for the medal matches the National TV.
- 3.2 Accommodation should preferably not be more than 30 minutes from the competition-field by bus. A map (attached to the invitation letter) to indicate the locations of the hotels and the FOP's.
- 3.3 An adequate room for the Tournament Judge Commission with the Technical Delegate, as well as for the Jury of Appeal, for WAE President and WAE Secretary General.  
A suitable room for the Team Captains' meeting

- 3.4 For Outdoor/Indoor: Refreshments at the competition field (bottled drinking water, free of charge – at least 2 ltr/day/archer), enough seating facilities for the participants at the competition field.
- 3.5 For Outdoor: Adequate sun- and rain-shelter, Toilet-facilities
- 3.6 For Field- and 3D-competitions: enough toilet-facilities and refreshment positions on the competition field.

## 4.8 Results

- 4.8.1 The results must be done according to WAE results system (IANSEO) to be published live (arrow by arrow) on internet.
- 4.8.2 The LOC will be supported by the IANSEO Results Team according to an agreement made between the LOC and the Results Team at least six months before the event. Where a LOC requests to use their own results team, the TD and Ianseo (one person of the Results Team) must confirm that the LOC have both the necessary equipment and capability.  
If a contract between the LOC and WAE Results Team is not signed, a WAE Result Verifier must mandatorily attend the tournament. In accordance with the TD, WAE EB will appoint the Result Verifier (among the members of Ianseo Result Team), who must attend the whole event. All the relative costs are covered by the LOC/MA according to an agreement made between the LOC and the Result Verifier.
- 4.8.3 The Results Team will be in charge for what concerns the accreditation, devices management, sport presentation, the results and the publicity of the daily results. The LOC covers the cost of travel for the Result Team (or WAE Result Verifier), for equipment, transportation, food, accommodation and if necessary local transportation. The LOC must provide a suitable number of volunteers to support those tasks.
- 4.8.4 On the competition fields a result list must be published after each distance. If possible, live results must be shown live on video displays for public and athletes. At the end of each day a result list must be published.
- 4.8.5 All the scorers of the competition will be delivered by the Ianseo Team to the LOC. The scorers must be stored for one year by the Member Association of the LOC.
- 4.8.6 The Results Team can provide graphic overlay for TV broadcasting, but this feature must be agreed in advance and require the delivery of equipment and one more technician of the group.  
They can provide also web TV live production – also real time streaming – but this feature must be agreed in advance and require the delivery of a special equipment and one more technician of the group.
- 4.9 The LOC must cover the accommodation, food and local transportation costs for the professional photographer attending the event. The photos must be published every day on WAE Website. The LOC must provide updated info and photos to WAE Webmedia Responsible for the media coverage of the Championships:
  - **Photos** for WAE Official Photogallery must be sent daily (best 50/60 shoots), starting from official practice day. Pictures must be sent by wetransfer at [worldarcheryeurope@gmail.com](mailto:worldarcheryeurope@gmail.com) or [media@archeryeurope.org](mailto:media@archeryeurope.org) Pictures must be in medium/high resolution.
  - **WebStreaming and Videos** of the event (highlights, etc) for the WAE YouTube channel.
  - **News and last update.**
- 4.10 Pictures, videos and results live upload requires a high-quality internet connection on the venue which must be provided by LOC at not less than 6Mb in upload.
- 4.11 Security and emergency medical necessities.
- 4.12 Opening and closing ceremonies must be agreed with the TD and when are held, must be as

short as possible. WAE flag is required at the venue and at the Ceremonies. The award ceremony must be mandatory agreed with the TD and Secretary General.

- 4.13 To include the WAE name and logo and the logos of the WAE Sponsors in the IP, in all announcements, promotions, publicity, banners, website, results, printing materials and public relation.
- 4.14 To display advertisement and banners of official sponsors of WAE on the venue at no extra cost.

#### **Article 5. Competition schedule and finals**

- 5.1 The complete and detailed schedule of the competition must be agreed and accepted by the Technical Delegate and by the Chairman of the Tournament Judge Commission before the team captain's meeting.
- 5.2 Medal matches should be shot as much as possible separately. The gold medal matches – Individual, mixed teams and teams – must be shot separately.

#### **Article 6. Tournament awards – EC titles**

- 6.1 WAE will supply the MA with the necessary number of WAE medals together with the corresponding number of WAE ribbons. The engraving must be made by the LOC, who will also bear the cost.
- 6.2 In a European Championship no title will be assigned if the preliminary entries reflect fewer than 12 individuals and 6 teams.  
For Youth and Para Archery categories, no title and no medals will be assigned if less than 4 individuals and 4 teams are registered in the preliminary entries. Anyhow, to assign title and medals, there must be at least 2 teams participating, but with 4 registrations in the preliminary entries.

#### **Article 7. Congress**

During Outdoor Senior Championships the MA/LOC must organize the WAE Congress in accordance with WAE requirements.

- 7.1 The Congress venue is the responsibility of the organizers. Arrangements will be made in co-operation with and approval of WAE TD and Secretary General.
- 7.2 The Congress Hall must be large enough to accommodate seating facilities for the Executive Board members at the main table, preferably on a raised platform, with nameplates on the table for the Board members. The delegates should be seated in the hall with name and flag of the MAs' belonging country.
- 7.3 Technical facilities will be provided. They include a few microphones, beamer and a video wall.
- 7.4 The costs of the Congress venue rental, of the coffee break and of the official lunch at the end of the Congress for Delegates and other attending persons, are covered by the Organizing MA.

#### **Article 8. Doping control**

- 8.1 Doping tests will have to be done in accordance to WA Regulations/ITA. The MA must arrange and will carry the cost of such tests and must prepare the anti-doping room-facilities on site for doping tests. The necessary equipment for the doping tests must be brought by the relevant Testing Agency.
- 8.2 For European Championships (including Youth and Para Championships) it is necessary to perform a minimum of **8 Doping tests**.

#### **Article 9. Competitors with disabilities.**

- 9.1 The MA welcomes the participation of competitors with disabilities at WAE Championships (Indoor/Outdoor, and Youth) and will take care that transport, competition, field (including toilet-facilities) and also hotel rooms are well equipped for the necessities of disabled archers.

#### **Article 10. Protocol**

- 10.1 For European Championships the MA is obliged to invite WAE President and Secretary General.
- 10.2 The MA/LOC will cover the cost for accommodation, meals and local transportation, otherwise a private car can be made available,
- 10.3 The LOC and the TD must prepare a detailed schedule of the opening ceremony and the final awarding presentation, including a list with the names, titles, of all officials and dignitaries involved in the ceremonies.
- These documents to be approved by the Technical Delegate and have to be also presented for review and final approval to the WAE Secretary General on the day prior to the opening and awarding ceremony.

#### **Article 11. Media**

- 11.1 Internet to be made available to media and participants.
- 11.2 All TV and Media rights are the property of WAE, but in case of MA's request, the World Archery Europe can give up its media rights in favour of the MA. The MA must sign a contract with the National TV to broadcast the Championships. Regional private television might be arranged by the MA.
- 11.3 Press jackets must be supplied by the LOC.

#### **Article 12. Free entry of participants and equipment**

- 12.1 The MA organizing the Championships must allow athletes and officials from all WAE Member Associations to register their country on equal terms. All WAE Member Associations must have the right to use their national flag and anthem.
- The MA will do their utmost for each WAE Member Association taking part that their competitors, officials and other representatives are allowed to enter, and in case visas are necessary, the MA will support them as much as possible in obtaining visas.
- 12.2 no problems will arise for the archers when bringing their archery equipment into the country
- 12.3 their country's national flag is displayed at the site
- 12.4 their competitors, officials and other representatives are given equal treatment and rights

#### **Article 13. Technical Delegate –Tournament Judge Commission**

13. The LOC, to ensure that the event is of a high standard level, co-operates with and always accepts the highest authority of the Technical Delegate in all the organizational, protocol and technical matters. The TD is appointed by WAE Executive Board, as well as the Chairman of the Tournament Judge Commission who is suggested by the WAE Judge Commission and appointed by the WAE Executive Board.
- 13.1 The cost for travel, accommodation, meals and all local transportation for the Technical Delegate will be carried by the LOC.
- 13.2 The accommodation (mandatory in single room), meals and all local transportation for the Tournament Judge Commission will be carried by the LOC.
- In case Judges, due to available travel possibilities, have to arrive earlier or depart later as was arranged with the Chairman of the Tournament Judge Commission, the hotel cost has to be carried by the LOC. For all other reasons of earlier arrival and/or later departure, the hotel cost has to be carried by the judges themselves.
- 13.2.1 The LOC must refund travel cost to each WAE Judge appointed to the tournament, with a

maximum of Euro 500,00 (two-way travel). Tickets can be booked by both the Organizers and the Judges concerned with prior agreement. Car expenses reimbursement is in accordance with WAE travel refunds policy: up to 500 km the reimbursement is Euro 0,50/Km, while over 500 Km the reimbursement is 0,25/Km.

- 13.3 Where the Technical Delegate or the Chairman of the Tournament Judge Commission sees a need for additional Continental or International Judges to be appointed, a request to WAE Judges Committee and to WAE Secretary General should be made.
- 13.4 The Technical Delegate should be involved as early as possible in the organization of the event.
- 13.5 The Technical Delegate will guarantee the LOC an “inspection” visit (at least 9 months before the event) during which the organizational points of the event will be discussed at length and the site of the event should be visited as well. The cost for travel, local transport, lodging and meals during this visit will be borne by the LOC.
- 13.6 Only if necessary and in agreement with the LOC, a second inspection-visit of the Technical Delegate together with the Chairman of the Tournament Judge Commission should be made in due time before the event to check on the event execution situation.

#### **Article 14. Jury of Appeal**

The Jury of Appeal of 3 members is to be appointed on the field by the Technical Delegate. An Appeal is subject to a fee of 50,00 Euro that shall be returned if the appeal is upheld or if the Jury of Appeal decides that it is appropriate. If the appeal is not accepted, the fee of 50,00 Euro will be collected by the TD, who will send money to WAE Secretary General.

#### **Article 15. Cancellation by the MA**

The MA shall notify WAE soonest of any possible inability for financial reasons or otherwise, to organize and stage the event.

On receipt of such notification, or upon receipt of evidence to this effect from any other part, and if in the reasonable opinion of WAE, the MA does not have the ability to stage and/or organize the event or to do so in accordance with the provisions of this Agreement, WAE shall be entitled to cancel this agreement forthwith without compensation to the MA.

#### **Article 16. Code of Ethics**

MA will be required to consider and to accept the WA Code of Ethics and Conduct, C&R Book 1, Appendix 2.

#### **Article 17. Environmental issues**

Organizers will be required to be very observant to all points in relation to environmental issues.

**The belonging Member Association is under the obligation to ensure that the Local Organizing Committee respects all the articles of this Organizing Agreement.**

Stamp and Signature for WAE:

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Mario Scarzella - President

Stamp and Signature for MA:

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Print Name of the MA President

Stamp and Signature for LOC

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Print Name of the LOC President



## **APPENDIX 1 TO ORGANIZER AGREEMENT**

### ***for European Para Archery Championships/Cup Circuit***

The LOC will organize the European PARA-ARCHERY Championships/Cup for the categories as per the World Archery Rules and World Archery Europe Rules.

The European Championships are being executed as per the valid WA Rules.

#### **Article 1. LOC guarantee for European Championships**

The LOC guarantees to prepare a statement describing how the event is to be financed and to provide a commitment letter for the funds required (see also the Evaluation Checklist filled out by the LOC).

#### **Article 2. Specifications**

The LOC guarantees to respect all the rules which are included in the specifications books:

- Specifications for European Championships (common rules)
- Specifications for Para-Archery European Championship
- Specifications for Para-Archery European Cup Circuit

#### **Article 3, Member Association engagement**

When the LOC is not directly the national WAE Member Association (MA), there must be an agreement between the LOC and the MA including engagement to share knowledge and experience to ensure the quality of the Championship. Copy of this agreement between LOC and MA have to be attached to the present document.

#### **Art.4 Captation fees**

These fees are additional to the entry fees. The amount is fixed at 30,00 Euro and have to be paid by all the participants (archers and officials).

The Captation Fees are collected by the LOC for WAE and must be mentioned in the entry form.

The LOC guarantees to pay these fees to WAE no more than 6 weeks after the Championships/Cup conclusion.



**The Member Association is under the obligation to ensure that the Local Organizing Committee respects all the articles of this Organizing Agreement.**

Stamp and Signature for WAE:

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Mario Scarzella - President

Stamp and Signature for LOC:

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Print Name of the LOC President