

# **NORTH AMERICAN VEHICLE RESCUE ASSOCIATION**



## **REGIONAL/NATIONAL CHALLENGE**

### **OFFICIAL BID FORM**

# Official Bid Form

This official request to host the Regional/National Rescue Challenge is proposed by (Host Organization) \_\_\_\_\_

All official bids will be returned to the NAVRA Secretary by the date specified by the NAVRA Secretary.

Bids will only be accepted from existing NAVRA members/organizations which are approved and signed by the President of NAVRA.

**Month and Year of proposed Regional/National Challenge** \_\_\_\_\_

**Name of NAVRA Member/Organization bidding to host**

\_\_\_\_\_

**Main contact details for bidding host** – To include main contact e.g. Challenge project manager and event team contact details. Email addresses, phone numbers and Skype/messenger/WhatsApp, etc., addresses are required for each person. Please also provide a detailed organizational structure for your Challenge event management team.

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**Proposed City** – To include details of nearest international airport, transport links and distance between airport and NAVRA events and any other relevant information.

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**Dates for Proposed Rescue Challenge** – To include dates for Assessor Workshops, NAVRA AGM, social events and other relevant dates.

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**Proposed Challenge Venue** – Please provide venue name, location, capacity, proximity to event hotels and any other relevant information.

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**Please Confirm Challenge Disciplines** – To include Extrication and Trauma, Also the bidder must include any other proposed disciplines or workshops/training events which will take place during the proposed Challenge.

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**Details of any other proposed activities** – e.g. Tourist trips.

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**Event Accommodation** – To include details of proposed hotels and anticipated room rates including any extra costs which participants may be expected to pay. In addition, details of hotel/s addresses and proximity to each other and all Challenge venues/events.

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**Details of Supporters/Partners** – Please provide details of all known or planned supporters, sponsors and partners including local/national government, business partners, private and charitable organizations.

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**Event Finance** – Please provide details/proposals with regards to how the event will be funded and what the anticipated event operating costs will be.

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**Additional information** – Please provide any additional details in support of your bid.

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**Please acknowledge the following outline requirements**

As event host your organization will abide by all NAVRA financial guidance and requirements (YES/NO)

As event host you will be required to agree to the NAVRA MOU Host pack and worksheets (YES/NO)

As event host you will be required to participate in NAVRA Event Team conference calls with the NAVRA Executive, future and past hosts (YES/NO)

As event host you will be required to abide by the NAVRA rules (YES/NO)

As event host you will be required to produce an event map site (YES/NO)

As event host you will be required to manage team registrations (YES/NO)

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Host Agency Representative

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Date

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NAVRA President

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Date

**Please note that this bid will be tabled for agenda at the next NAVRA AGM, where the NAVRA committee will agree the successful bid.**