

NORTH AMERICAN VEHICLE RESCUE ASSOCIATION



"Prepare Today...Succeed Tomorrow"

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 or non-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.

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

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

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

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.

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

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.

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.

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

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

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)

Host Agency Representative

Signature

Date

NAVRA President

Signature

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.