Swiss Sailing League Association

# BID-Document Guidelines and Specifications to Clubs willing to organise a Swiss Sailing League Event 2020

Version 1.0



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# 1 Introduction

The Swiss Sailing League Association organises every year the races of the official Swiss Sailing League (SSL) championship.

The Swiss Sailing League consists of 3 Leagues, with 12 clubs in each league:

- Swiss Sailing Super League
- Swiss Sailing Challenge League
- Swiss Sailing Promotion League

A SSL race is an event of either 3 days, normally from Friday to Sunday or of 2 days normally from Saturday to Sunday. The final event of every League will last three days.

Sailing Clubs that apply to organise one or several SSL events - possibly together with other clubs at the same lake – have to comply with the requirements of this Bid document and forward the Proposal document to organise a SSL Event officially signed by Email to Lorenz Müller, president@swisssailingleague.ch

The board of SSLA will evaluate the received requests, finalise the race program 2020, and countersign the Request if the race is allocated to the requesting club.

# 2 The "Tour" 2020

For 2020, the SSLA intends the following tour:

#### Spring: 5 events

Period	Region	Event type
Mid of April / Begin Mai	Tessin	2 or 3 days Super League 2 days Challenge League 2 days Promotion League
Mai	Urnersee,	2 or 3 days Super League
Mai / June	Luzern	2 days Promotion League
Begin June	Zürich or Bodensee	2 days Challenge League

#### Autumn: 6 events

Period				Region	Event type		
After Mid-August				Davos	2 days Challenge League		
End	of	August	/	Begin	Thunersee	2 days Super League	

September		
Begin to Mid September	Leman (Lausanne)	3 days Promotion League (Final)
Mid to End September	Neuenburgersee	3 days Challenge League (Final)
End September / Begin October	Bielersee	3 days Super League (Final)

Clubs that forward the Request must consider the proposed region and period.

# 3 The Bid process

# 3.1 Procedure

- 1. Call for proposals to the clubs by mid of August 2019; Bid and application document to be downloaded from www.swisssailingleague.ch or manage2sail (Swiss Sailing League 2020).
- Interested clubs sent the Proposal document by Email to the SSLA not later than 10th of September 2019 to president@swisssailingleague.ch
- 3. The SSLA Board evaluates the submitted proposals and decides until begin of October 2019 about the allocation of the events for the season 2020. The board names for each event a SSLA Contact Partner, finalises the dates for the programme 2020 and informs all clubs that submitted a proposal.

During the evaluation process, the SSLA contact partner may decide to visit the respective locations and discuss the bid in further detail with the club representatives.

# 4 General requirements

Clubs that intend to submit a proposal to organise a SSL event shall consider the following points:

1. Sailing Boats

the club shall be able to manage parking spaces for 6 J70-Boats, places to park trailers, boat launching (ramp or crane), and berthing places for the J70's during the event.

2. RIBS

The organiser has to provide 3 RIBS with 30 PS or more (2 for Umpires, 1 for boatman)

3. Crew Exchange

The club has to propose an efficient crew exchange procedure during the racing days. Usually 3 ribs and short distances to and from the racing area should be guaranteed.

4. Race Committee

The club needs a capable and experienced race officer and an efficient organizing crew on the water and at land. A club may ask the SSLA to help finding a suitable race officer.

Clubhouse / event venue
 The organizing club has to host 48 sailors (12 teams à 4 persons), the umpires, the race

committee and volunteers. A meeting place for the race committee and the umpires has to be provided.

6. Organisation

The logistic of an SSL event requires a good management team and sufficient manpower in the organisation (Secretary, catering, crew transport, logistics). Ribs must be tanked and ready to use before every event day.

7. Social events and services

The club provides beverages and some catering for sailors, umpires, organizers and visitors at affordable prices. Often clubs organise some social event after each racing day (aperitif, common dinner etc).

8. Finances

SSLA reimburses an organising club a lump sum of 2250 CHF for a 2 day event and 3000 CHF for a 3 day event. For food and dinner the club can charge the sailors. For Officials (e.g. umpires) no charges for food and dinner (except alcoholic drinks) shall be charged.

9. Documents and rules

The SSLA provides the official documents like NoR, SI and others (e.g. Paringlist). Nothing can be changed in these documents. The club provides the local information about venue, race area and the starting time for the official schedule.

# 5 Event

# 5.1 Event Title

The official title of the event will be defined by the Swiss Sailing League Association (SSLA). After approval of the proposal. This title must then always be used in relation with the event.

# 5.2 Event Logo

The Swiss Sailing League logos are available on the SSL Website and must be included with all communication and documentation. For proper use of the logos, please consult the guidelines available for download on the <u>https://swiss-sailing-league.ch/informationen/</u>

#### 5.3 Event Dates

The event dates shall consider the Tour 2020 (see chapter 2). Clubs that make a proposal must fit the proposed dates for the event within the period of chapter 2. Final dates are confirmed by the SSLA Board.

The club must also indicate dates in the proposed timeframe that would not be suitable.

# 5.4 Event Organisation

The events are organised by different Swiss Sailing Clubs in cooperation with the SSLA in different locations all over Switzerland. The race area shall be on Swiss lakes including the waters bordering Switzerland. Exceptions can be granted by the SSLA board.

# 6 The role of the organising club

### 6.1 Authority

The organising club is responsible to organise an SSL event according the rules and guidelines of the SSLA. The club is the organiser in the legal sense of the Swiss Civil Law. The organising club has no right to act on behalf of the SSLA nor to enter into agreements or liability on behalf of the SSLA.

Towards the cantonal authority, the event organiser is the solely responsible partner (e.g. to get the authorisation of the event). Also the requested liability insurance must be provided by the organising club. A copy of the received approval to hold the SSL event shall be forwarded to the SSLA.

#### 6.2 Organisation Team

The organising club defines the organising committee and the staff. SSLA wishes to have one contact person for the SSLA Contact Partner.

For the SSLA it is imperative that the team has experiences in organising events of the dimension of an SSL event. The Race Officer must have experience running successfully Umpire Fleet Races. SSLA may request the event organiser to nominate an experienced race officer to support the race committee team.

The race office secretary shall be able to inform sailors and others about the event, make the check-in of the sailors and umpires and other officials, collect the damage deposits, providing the paring list, and register for dinner and other activities.

An efficient crew exchange setup is vital for the event. A person responsible for the crew exchange process is requested; he/she has also the responsibility to inform the race management when the crew exchange for a new race is completed.

The buoy setting can be done

a) via traditional marks. SSLA is providing the marks. The team laying the marks must be very efficient. SSLA requires mandatory two teams: 1 for the management of the Luv marks, and one team for managing the start mark and the gates. The second team also is responsible to inform teams during the race at the gate about possible course changes.

b) Robotic buoys. SSLA is allowing the event organiser to use robotic buoys. In that case the event organiser must have the competence to manage the buoys from the starting vessel (possibly together with the provider of the buoys). It must be possible to switch without delay to traditional marks in case of a failure of the robotic buoy system.

#### 6.3 Security

The club shall establish and implement a security concept for the event.

# 6.4 Social Program

The club may organise social events, provide food and dinner to the competitors with or without charge and organise any further activity that is estimated to foster the success of the event. We ask to have no parallel sailing race activity organised by the same club during the event.

We recommend to offer a beer or a non-alcoholic beverage free of charge to the sailors every day after returning to the harbour.

#### 6.5 Accommodation

The organising club will support the SSLA in arranging accommodation for

- a) 4 Umpires
- b) Service Person (boat man)
- c) SSLA Contact Partner or SSLA Event Assistant

The accommodation cost are covered by the SSLA within the allocated budget.

#### 6.6 Catering

The event organiser should provide some catering from the time the race office opens to the price giving of the event. It is up to the event organiser to define the offer for food and drinks, dinner, breakfast, etc. and the related prices.

Free of charge (with the exception of alcoholic drinks) are:

- a) The Umpires
- b) Boat Service Person (boat man)
- c) SSLA Contact Partner / SSLA Event Assistant (if present)

The organiser is providing to the Officials on land and on water adequate Lunch packages (if possible with 1 litre of water), that must be ready to be taken before going on water.

#### 6.7 Photo and Video

The organising club shall provide to the SSLA during and after the event pictures and short video sequences from the event.

#### 6.8 Damage Deposit

The organising club is responsible to collect before the first race from all registered sailing teams a damage deposit of CHF 1000 in cash. A crew that does not provide the damage deposit may not start or use any SSLA boat. The damage deposit shall only be reimbursed to the registered team at the end of the event <u>after approval</u> of the event's chief umpire and the SSLA boat man.

# 6.9 Radio

The following radios must be provided:

- 2x umpire
- 1x boat man
- 2x race committee (1 general circle, 1 channel with umpire excl.)
- 2x mark-laying
- 1x on-shore ("Beachmaster")
- 1x crew-platform
- One radio for each crew-shuttle

Ideally three radio circles are provided: one for the race committee / mark-laying, one for the umpires and one for the crew-shuttle. The batteries should be able to run at least 12 hours.

#### 6.10 Request for an SSLA Event Assistant

The organising club can request for an SSLA Event Assistant via the SSLA Contact Person. SSLA is assigning this task to an experienced person.

# 7 Sponsoring

The organising club may develop a sponsoring concept for the event and acquire some eventsponsors. This concept must be reviewed and approved by the SSLA Contact Partner.

#### 7.1 Sponsoring Areas

#### 7.1.1 Marks

In case SSLA has no sponsors for the marks, the advertising space on the marks is available to event sponsors. Each mark will bear three signs; the logo is therefore visible from all sides.

#### 7.1.2 Sponsor Wall

The SSLA may provide a sponsor wall with the SSLA sponsors. If provided the wall must be used as the background for the skippers meeting, interviews (Press) and for the official price giving ceremony.

# 7.2 SSLA Sponsors

SSLA Sponsors are entitled to present themselves at the event. The organising club shall provide appropriate opportunities to the SSLA Sponsors, defined and agreed upon with the SSLA Contact Partner.

SSLA Sponsors for 2020 are:

- Mobiliar Insurance Company
- EFG Private Banking
- AutoAG (business transport car)

#### 7.3 Restrictions

The SSLA has the right to reject a sponsor in the case that accepting this sponsor would constitute a breach of contract with an existing SSLA sponsor.

Currently it is <u>not</u> possible to acquire an event sponsor who is active in insurances, business transport car, and private banking. Further restrictions may be defined not later than end of 2019.

# 8 The role of SSLA

### 8.1 Authority

Racing authority (OA) according to the Racing Rules of Sailing (RRS) 89 of the series and any event therein is the SSLA..

#### 8.2 SSLA contact partner

The SSLA will appoint for every event a SSLA Contact Partner. He/she will support the organising club in the phase of elaborating the event concept through consulting and information after the allocation of the event to the club until the completion of the event.

### 8.3 SSLA Services (standard)

The following services are provided by the SSLA to every event organiser:

#### 8.3.1 Notice of Race / Sailing Instructions

The Notice of Race (NOR), the Sailing Instructions (SI) and other required documents (e.g. Addendum Q) are provided by the SSLA and published via manage2sail at the Internet site of SSLA www.swiss-sailing-league.ch at the corresponding event. The content is binding.

No adjustments or amendments can be made by the clubs.

The organising club provides the event specific information like racing area, start times and further local indications to the SSLA. This information will be publish in a special document on manage2sail.

#### 8.3.2 Anschlagebrett "Black board"

Organisers do not need to distribute official documents in paper form to the teams (e.g. NOR, Addendum Q, etc., exception see 8.3.4). The club needs to maintain an official black board, where information of the race management is published. These publications shall also be forwarded to the SSLA contact partner to be loaded on the events site of manage2sail.

#### 8.3.3 Entries

All entries to the SSL series will be organised by the SSLA according to the Notice of Race for the Super League, the Challenge League, the Promotion League and any other national sailing league.

SSLA will set up the events in manage2sail and make sure that teams are registered for all leagues on time and fully in accordance to the Notice of Race.

#### 8.3.4 Paringlist

SSLA is providing the Paringlist a few days prior to the event to the organiser. About 25 plasticised copies shall be provided at the registration to the crews, the officials and the volunteers.

#### 8.3.5 Marks / Buoys

All marks are provided by the SSLA as the colouring needs to be coherent during all events. Weights, ropes and other material needed for the mark-laying need to be provided by the organising club.

#### 8.3.6 Participant List

SSLA is providing a participant list, extracted via manage2sail.

#### 8.3.7 Race Tracking

SSLA is providing a race tracking system. Trackers need to be placed on all sailboats, marks and the starting vessel. Every night the units need to be loaded up.

#### 8.3.8 Result Service

SSLA is providing the data entry form to register the results in manage2sail after every race, and to publish the results at the Internet Site.

#### 8.3.9 Flags

The SSLA provides the flags needed for the jury boats (Flag UMPIRE), committee boats (flag RC), boatman (Flag SERVICE) and crew exchange boats (Flag CREW EXCHANGE). All other flags (e.g. for the race management) need to be provided by the organising club.

#### 8.3.10 Sponsors Wall

The SSLA may provide a sponsor wall with the SSLA sponsors for the official ceremony's including the price giving ceremony. The usage of this wall is mandatory. Electricity access is required.

#### 8.3.11 Beach flags / promotional materials

Beach flags of the SSL and its sponsors will be provided. It is mandatory to place these flags around the event location in accordance with the SSLA Contact Partner. If the SSLA is providing further infrastructure, this infrastructure should be placed around the event location.

#### 8.3.12 Sailing Boats and Boatman

SSLA will provide 6 sailing boats (J/70) for the events. The SSLA boatman is the only responsible for the boats during the whole event

#### Activities Sailing Boats

- Transport to the event

SSLA will transport the sailing boats at defined dates (and times) to the parking spaces defined by the event organiser. The event organiser has to provide parking spots for the boats up to 12 days prior to the event.

- Boat rigging and launching and parking
  SSLA will transport the sailing boats to the boat launching site. The day before the event the SSLA boatman will launch, rig and park the boats. The organiser provides one or two capable volunteers to help the boatman.
- A parking area for the 6 boat trailers near-by must be available
- Boat maintenance
- The boats will be checked and maintained by the SSLA Boatman during the whole event
- Boat to take out and make ready for transport
- After the event, and before the price ceremony, the boats must be taken out of water at the launching site and prepared for transport, in cooperation with the sailors and event organiser volunteers.
- In case the boats cannot be transported the same day as the event finishes, the event organiser shall propose a near-by temporary parking place for the boats.

In case of a damage or a technical problem during the event the SSLA boatman is in charge to make the necessary reparation. In case of a severe damage, a boat may be brought out of the water at any time. The organiser must support the boatman in his activities.

#### 8.4 SSLA Services (supplementary)

#### 8.4.1 SSLA Event Assistant

In agreement and on request of the organising club the SSLA can appoint a SSLA Event Assistant. He or she can help the organising club in the following tasks:

- Support for the principal race officer in the race organisation.
- Supervision of the event according to the rules and standards of the SSL
- Daily briefings together with the Race Officer and local event responsible
- Support for the operation of the Race-Tracking System
- Scoring and entry into the Manage2Sail system
- Other tasks necessary for the success of the event

The main responsibility for the regular and successful implementation and execution of the event according the rules of the SSLA remains at the organizing club. The costs of an event assistant have to be covered by the organising club.

## 8.5 Event Insurance

SSLA as OA for the event has also concluded an event insurance covering third parties liability for the event. In case of damages related to SSLA material (boats, trailers, sails, flags, buoys, etc.), the organising club is responsible to provide for every single damage a damage report (including description of the damage, photos and drawings, involved persons with contact information and any other useful information). This damage report must be forwarded within 3 days after the damage has occurred.

The <u>primary liability</u> remains at the event insurance of the organising club. In case of damages it remains open to the event organiser to forward the damage information in copy to the SSLA.

# 9 Marketing and Media

### 9.1 Media Rights

Photos and videos related to the event, if not produced directly by SSLA, are in the property of the respective photographer / video provider. SSLA shall have the right to use such pictures upon request and publish it unlimitedly, with the only condition to name the owner of the photo and/or video.

By participating in the event, each competitor authorises the organisers and sponsors to use and display at any time (during and after the competition) moving or static photos, films or television recordings, and other reproductions of himself taken during the event and to use his image and name gracefully on all materials related to the event.

SSLA must approve the advertising arrangements and will require its own branding to be displayed in suitable places.

# 9.2 Marketing, media and sponsorship support

To provide local and regional media coverage of the event, the organising club is expected to provide local and regional media contacts to be added to the SSLA press distribution list. The organising club shall give support to communicate with local and regional media. The SSLA is responsible for guiding and approving the marketing, media and sponsorship concept of the event in order to prevent any breach of an existing sponsoring contract of the SSLA.

#### 9.3 Marketing and media channels

The SSLA may publish a pre- and after-event press release. It may further publish press updates during the event. In order to support up to date coverage also in the regional press, SSLA may need translation support during the event. Further press releases may be organised and published by the organising club, mainly to cover the regional media.

Official media channels include but are not limited to the following:

- Website
- Facebook

- Twitter
- YouTube
- Instagram
- National Media (Print, Broadcast, ...) distribution list

It is mandatory for the organising club to use links to the official SSLA-channels and it is not allowed to set up own sites/pages for an event without permission by the SSLA.

# 10 Organisation Team

### 10.1 Organization Team

The typical organization team consist of:

- Head of the organising committee (Club):
- Communication Officer, responsible for marketing, sponsoring, communication. The SSLA may delegate a photographer or/and a video journalist during racing days.
- Race Officer (to be approved by SSLA):
- Beach Master
- Crew change, motor boats) (Club):
- Race office secretary
- Person responsible for food and beverage
- Volunteers

Please note that a sufficient number of persons from the club is needed to handle registration and the boat setup operations. The admission and the save operation of the crane for the boat launching and haul out has to be organised by the club.

# 11 Venue

#### 11.1 On-shore facility

The on-shore facilities (e.g. club house) shall be located reasonably close to the racing area and have full facilities for competitors and officials. For sailors and officials involved it is necessary to provide information about the venue, public transportation and car parking.

# 11.2 Racing Area

Racing area shall allow for a windward/leeward course of 0.4 nm, ideally located in close proximity to the shore, to facilitate viewing of the racing.

The minimum depth of water must be such that the racing boats can get close to the shore with no impediment (draught of a J70: 120cm). The racing area should be most of the time free of any commercial or recreational traffic.

# 11.3 On-shore facilities

- Official flagpole for signals ashore should be in or near the boat park(s). This can be the starting vessel if moored in close proximity.
- Trailer parking for six trailers/boats twelve days prior until eight days after an event (exact delivery and departure dates and location shall be determined by the org. club to attn of SSLA Contact Person). Ample space shall be provided for the six boats to be rigged side by side and then be moved, with standing masts, to the water. Ideally boats can be slipped or craned with standing masts.
- Car Parking places for sailing teams and officials shall be announced (if possible at reasonable prices and for long duration). Optimal: free car parking.
- An office space for the umpire and SSL contact partner with internet connection and printing facilities must be provided.
- A location for the crew registration needs to be defined and equipped with Internet access.
- For the event secretary and crew inscription area the club may get a sponsors tent, that the organiser shall use free of charge. Other solutions are accepted.
- A lockable room for SSLA material shall be provided.
- A secure facility to charge radios, tracking devices and further electronic equipment must be available. This room may be one of the above mentioned.
- A nearby facility to host a casual social event for sailors and staff is desirable.
- Location for price giving large enough to host all sailor's independent of weather conditions must be provided. These locations must allow for photos of the winner to be made in good light. If provided the SSLA sponsoring wall must be located accordingly for the opening and closing ceremony.
- Sufficient toilets shall be provided for all male/female competitors registered.
- The area should have the typical infrastructure to host a regatta event with up to 60-70 persons.
- A reserved car parking space for the SSLA technical support Bus at the vicinity of the venue must be provided.

# 11.4 Crew Exchange

The organising club shall provide the concept for the Crew Exchange to the SSLA Contact Person.

# 12 Mooring Facilities

The racing boats should be moored as close as possible to the venue and close to each other at the same dock. Mooring for the umpire RIBs, race committee and other boats should also be nearby.

It is mandatory to refuel the motor boats at the end of the day. This can be organised with canisters as well.

# 13 Official Boats

# 13.1 Sailboats

SSLA will provide 6 sailing boats (J/70) needed for the event. The organizing club provides further boats during the racing days.

## 13.2 Race Committee

#### 13.2.1 One Starting vessel

This boat must have ample space to hold at least 4 people. A structure to hoist flags must be installed so that it is visible by all sailors on the course. The flags are preferably on sticks in order to be hoisted at once. A shelter for a computer workspace from sun and rain must be given and equipped with a 12v power supply. Sufficient anchors as well as ample lines are required.

#### 13.2.2 Two Mark-Laying boats

Each boat must hold a crew of minimum two people. The windward mark-laying boat must be able to transport at least 3 fully inflated marks. The mark-laying equipment on both boats should allow for fast actions as adjustments to the course can occur in short succession and marks can be required to be placed within approximately 1-2 minutes (depending on the depth of the lake). Therefore, enough weights must be available to set twice as much position on the windward part of the course as marks are available. This so called "blind-marks" will consist of a weight with the respective line marked by a fender. That allows setting a mark at this position in short time. Official marks are provided by the SSLA. On the relevant marks the GPS-tracker unit must be placed, in accordance to the instruction by the Race Officer.

#### 13.2.3 One Service boat

RIB of at least 5 metres in length and which shall be able to tow a J-70 in windy conditions (at least 40hp). Wake should be as little as possible. This dedicated RIB is going to be used by the boat Service Personal.

# 13.3 Crew-Change

The sailors / crews on the J70 boats are changed after each race according to a pairing list provided by SSLA. Every other race, the crews on all six boats have to be changed. The SSLA standard is to be able to start the next race within eight minutes after the last boat of the previous race has crossed the finish line. Given that the starting procedure is 3 minutes and the crews need to have sufficient time after taking over a sailboat, the target time for the crew change is 3 minutes. Dependant on the setup, two to three RIBs each plus a nearby crew platform (pontoon or boat) for the waiting crews are needed.

#### 13.4 Umpires

2 RIBs for the Umpires are requested exclusively, powered with 40 to 50 PS.

# 13.5 Optional Press-/Photo boarding facility

In accordance with the SSLA Contact person the club may organise facilities that journalists and photographers can take pictures close to the racing area.

At certain event, SSLA will provide a SSLA Photographer and/or Video man. In that case it's best practice to provide an additional motor boat with boat driver in order to perform the defined services.

# 14 Program / Time Schedule

The events of the three leagues (Super, Challenge, Promotion) have a various duration, and consequently the program with time schedule has to be adapted adequately:

League	Thursday	Friday	Saturday	Sunday
2-day event		Boat set up	Race	Race
2.5 and 3-day event	Boat set up	Race (half/full day	Race	Race

# 14.1 Boat Set up THURSDAY/FRIDAY

08:00 – 18:00 Boat Setup (with the help of crews/ local designated persons)

#### 14.2 Race (2 days event)

Typical schedule, may depend on wind conditions:

SATURDAY

- 07.30 08.00 Registration / Race Office Open
- 08.00 Briefing (sailors) followed by first meeting with the umpires
- 09.00 First start
- approx. .19.00 possible social event, this time might be re-scheduled.

SUNDAY

- 08.00 Briefing Mandatory for everyone as it is crucial to organise packing of the boats after the event!
- 09.00 First start
- approx. 15.00 Last possible start
- after returning to the harbour, sailboats are to be taken out of the water and prepared for street transportation. Sailors are required to help.
- approx. 16.30 Price giving (only after all sailboats are ready to go)

## 14.3 Race (2.5 or 3 days event)

FRIDAY (2.5 days)

- 10.30 12.00 Registration / Race Office Open
- 12:30 Briefing (sailors) followed by first meeting with the umpires
- 13:.00 First start
- approx. .19.00 possible social event, this time might be re-scheduled.

#### (Or for 3-day event)

- 07.30 08.00 Registration / Race Office Open
- 08.00 Briefing (sailors) followed by first meeting with the umpires
- 09.00 First start
- approx. .19.00 possible social event, this time might be re-scheduled.

SATURDAY

- 08.00 Briefing (sailors) followed by first meeting with the umpires
- 09.00 First start
- approx. .19.00 possible social event, this time might be re-scheduled.

#### SUNDAY

- 08.00 Briefing Mandatory for everyone as it is crucial to organise packing of the boats after the event!
- 09.00 First start
- approx. 15.00 Last possible start
- after returning to the harbour, sailboats are to be taken out of the water and prepared for street transportation. Sailors are required to help.
- approx. 16.30 Price giving (only after all sailboats are ready to go)

For every event, time may change due to local weather conditions. Changes must be approved by the SSLA Contact Partner and published on time for the sailors.

# 15 Financials

#### 15.1 Financial Support

The SSLA will provide the organising club with a financial support of CHF 2'250 for an event with 2 racing days and CHF 3'000 for an event with 3 racing days. SSLA will pay the contribution after the event and reserves the right to deduct costs for lost and damaged material provided by SSLA to the club.

SSLA Contact Partner: free of charge

Services of the SSLA Event Assistant: CHF 100 / day

#### 15.2 Accommodation

SSLA will cover the accommodation cost for

- a) the 4 Umpires
- b) Boat Service Person
- c) SSLA Contact Partner or SSLA Event Assistant (if present)

Max. amount per person/night: CHF 130

#### 15.3 Travel

SSLA will cover the travel expenses for

- a) the 4 Umpires
- b) Boat Service Person
- c) SSLA Contact Partner or SSLA Event Assistant (if present)

#### 15.4 Catering

The organising club must cover the cost for meal and beverages (non alcoholic drinks) for

- a) the 4 Umpires
- b) Boat Service Person; pls. consider that this person arrives the day before the first racing day
- c) SSLA Contact Partner or SSLA Event Assistant (if present)
- d) Lunch bags: please note that the staff (own, umpires, boat service man, etc.) on the water might be out for 12 hours and really appreciates good refreshments. A warm lunch (can be transported with one of the supporting vessels) might be a good option depending on the weather.

#### 15.5 Prices

The organising club is providing prices to the first to third place; souvenir prices for all teams are appreciated.

SSLA, 10.08.2019

<u>Attachment:</u> Course layout (binding)

