



USA Taekwondo Team Trials Bid Packet 2025 - 2027

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Member, United States
Olympic & Paralympic Committee

About USA Taekwondo

USA Taekwondo is the National Governing Body (NGB) for the sport of taekwondo in the United States of America as recognized by the United States Olympic and Paralympic Committee (USOPC). USATKD provides developmental opportunities for Taekwondo athletes throughout the United States to cultivate their knowledge of the sport while striving for world- class status.

Taekwondo is a defensive martial art that combines philosophy, mental discipline, physical exercise, and physical ability. It promotes a wide range of principles including the following:

- Good physical condition
- Self-Defense or the ability to defend oneself
- Self-Confidence
- Respect
- Good health regardless of gender, physique, or age

The origins of taekwondo, which go back two thousand years, lie in Korea. During its history, this sport has been known by various names, like Taekyon or Subak. Its official name nowadays, taekwondo, was announced in 1955; a year later, the first championships were held. The Korean Taekwondo Federation was founded in 1965, and the World Taekwondo Federation was founded in 1973. During the same year, the first World Championship took place. Taekwondo became an official Olympic Sport at the 2000 Olympic Games in Sydney, Australia.

The mission of USATKD is to enable United States athletes to achieve sustained competitive excellence and promote and grow the sport of taekwondo.

Event Background The Grand Prix Final is held annually. Medalists from each of the regional Grand Prix tournaments as well as medalists from the National Championship will be invited to participate in the Grand Prix Final. The competition is open to athletes from 6 years of age and older with yellow to black belts. Competition categories include Poomsae (forms), Para, Sparring, Board Breaking and Demonstration Team competitions.



Event Dates

Competition will be Friday through Sunday. Move-in will be Thursday with check-in beginning Thursday and move out will be Sunday at the conclusion of the tournament.



	Tues	Wed	Thur	Fri	Sat	Sun	Mon
Staff - Kings	8	12	12	12	12	12	c/o
Staff - Doubles	2	6	35	35	35	35	c/o
Staff - Suites	0	3	3	3	3	3	c/o
Attendee Doubles	0	15	150	150	150	80	c/o
Attendee Kings	0	10	25	25	25	25	c/o

Housing

USATKD partners with Group Housing, which will manage the hotel contracts for all USATKD tournaments. The hotel room rates should include a minimum \$20 rebate for USATKD and a 10% commission for Group Housing. Please, don't include attrition and no cancellation. Hotel Blocks – in proximity to the competition venue using as many hotels as possible with a wide range of costs and amenities.

- Provide a housing grid with proposed rates
- One four or five-star headquarters hotel to house event staff, referees, and officials.
 - Headquarters hotel must provide the following amenities and complimentary or reduced rate rooms with free local phone and internet access from two nights prior to the beginning of competition until one-night post competition.
 - 3 - complimentary one-bedroom Business Suites (Double/ Queen)
 - 15 parking passes per day for USATKD staff and officials that are driving
 - Complimentary rooms are guaranteed at 80% consumption of Double/Double rooms block or can be adjusted based on room block consumption.
 - If the number of rooms described above are not in walking distance to venue, then free transportation will be provided to and from venue at non-walking distance hotel locations.
 - Please, not attrition or cancellation.

Complimentary breakfast for staff and officials staying at the headquarters hotel from the day after check-in through day of check-out.

Estimated Room Nights:

Venue Requirements

- Arena or convention center
- Minimum ceiling height of 20 feet
- Venue flooring should be smooth with wood, concrete, or carpet surface to lay mats on
- Air conditioning available throughout the entire facility
- Fifteen complimentary parking passes for USATKD staff, officials, sponsors for the duration of the tournament. Reduced parking rate for event attendees with in and out privileges.
- Ten loading dock passes for USATKD and sponsor trucks, and 1 – 3 staff vehicles
- Five meeting rooms for registration, lunch, referee/coach meetings and seminars, weigh-in, and storage.



Bids will be given special consideration if the following are included:

- Stage for the Tournament Desk, Broadcast Team, and Holding Area
- 50 complimentary tables
- 200 complimentary chairs
- Waived/discounted EMT services
- Waived/discounted Security services
- Bleachers or raised seating (if held in convention center)
- HOST will secure at NO COST or a substantially reduced cost to USATKD one of the following venue types:
 - 40,000 - 50,000 square feet arena or convention center space with continuous floor space** and seating to fit approximately (5-6) 120'x120" competition rings and a minimum of 10' walkway in between each competition ring. To accommodate competition floor and holding/warm-up area.
 - Separate area near competition floor of 7,000 square feet to serve as holding/warm-up area.
 - 500 seats for spectators (if not held in an arena)
- USATKD competition area responsibilities:
 - Competition rings/mats including shipping
 - Scoring monitors/displays
 - Ringside banner system consisting of USATKD sponsors and local sponsors
 - Other necessary equipment for conducting the competition

Exposition/ Sales Area- USATKD merchandise sales and event souvenirs are the exclusive rights of USATKD. USATKD will not agree to pay a commission to a concessionaire or to venue management for an exclusive right to this sales area. In addition, USATKD reserves the right to permit national sponsors the opportunity to utilize the exhibition space and sales area to promote their products(s). USA Taekwondo reserves the right to sell pre-event and on site spectator tickets. Additional requirements are as follows:

- Two 30' x 50 Exhibit booths
- Two 10' x 10' Exhibit booths
- Thirty 8' x 3' x 30" Skirted tables

Electrical/Internet needs:

The following are the electrical/internet needs for USATKD for the duration of the event. USATKD will bear the costs of these outlets/connections, but an estimate of such costs should be included in a separate appendix of the bid package submitted for budgetary purposes.

- 1 electrical outlet at each ring
- 1 electrical outlet at the Awards Area
- 1 electrical outlet at the Holding Area
- 1 electrical outlets at the Tournament Desk
- 1 Electrical outlet in the Sports Medicine Center
- 1 Electrical outlets in the Registration Area
- 2 Electrical outlets in the Weigh-In area
- 4 Electrical outlets in the Vendor/Sponsor Area

Internet connections will also be required at the following locations:

- 1 internet connections at the Tournament Desk
- 1 internet connections at the Registration Area
- Access to WiFi
- VLAN with 10 IP Addresses

USATKD is currently accepting bids for the Grand Prix Final tournaments. Prior to submitting a bid for these events, please review requirements in the bid packet. Please follow the instructions below to guarantee your organization and city meet all deadlines and adhere to the procedures necessary to submit a complete bid.

1. Review this Bid Packet to get a greater understanding of the hosts' responsibilities once submitting a bid and furthermore once winning the bid. It will be presumed by USA Taekwondo that upon receipt of a formal bid, the bidding organization has read and fully understands the terms the bidder is prepared to assume.
2. All bids will be accepted until dates are filled. If a great bid is received, USA Taekwondo may move to contract regardless of the published due date. Please email a complete bid proposal along with any other materials to the following USA Taekwondo staff:

Christy Strong Simmons
cssimmons@usatk.org
USATKD
1015 Garden of the Gods Road, Suite 110, Colorado Springs, CO 80907
719-330-1639
www.usa-taekwondo.us

3. Once the proposals have been received, the USATKD Events Department will proceed with a thorough review of the bid. The top two proposals will be notified and scheduled for a site visit. The bid review will be based on the venue, hotel arrangements, ability to provide additional staffing and volunteers, and a budgetary analysis.
4. All expenses for this two-day site visit will be borne by the prospective host committee. During the visit, the USATKD representatives will visit the venue, all hotels in the block, local restaurants, transportation services, and other event related concerns.
5. Upon completing site visits to the final two cities, the USATKD Events Department will analyze each bid and make all recommendations to the CEO/Executive Director. Once the decision has been made the USATKD Events Department will notify all candidates of the decision and proceed to the contract phase of the partnership.